DOCUMENT RESUME

ED 274 838 CE 045 222

AUTHOR	McCarron, Lawrence T.
TITLE	Handbook of Entry Level Jobs. A Guide for Occupational Investigation for Administrators, Counselors, Vocational and Special Education Teachers.
INSTITUTION	East Texas State Univ., Commerce. Occupational Curriculum Lab.
SPONS AGENCY	Texas Education Agency, Austin. Dept. of Occupational Education and Technology.
PUB DATE	85
NOTE	707p.
AVAILABLE FROM	Occupational Curriculum Laboratory, East Texas State University, Commerce, TX 75428 (Order No. SN-102-TG: $17.50).
PUB TYPE	Guides - Non-Classroom Use (055)
EDRS PRICE	MF04/PC29 Plus Postage.
DESCRIPTORS	Agricultural Occupations; Allied Health Occupations; Building Trades; Careers; Clerical Occupations; Demand Occupations; Electromechanical Technology; *Employment Opportunities; Employment Patterns; *Employment Qualifications; *Entry Workers; Health Occupations; Metal Working; Sales Occupations; *Semiskilled Occupations; *Service Occupations; *Skilled Occupations; Technical Occupations; Unskilled Occupations

ABSTRACT

This handbook is intended to provide administrators, vocational counselors, and teachers with a convenient reference of entry-level jobs. The handbook organizes information on over 3,000 jobs into the nine occupational clusters that have been identified by the Department of Labor in the Dictionary of Occupational Titles (DOT). Jobs are organized according to the following clusters: health care; clerical and sales; service; agriculture, forestry, and fishery; industrial processing; machine trades; benchwork; structural work; and packaging, transportation, mining, and miscellaneous occupations. Each job description contains the following basic components: job title and DOT job code number; a lead statement containing information on such topics as worker actions, purpose of worker actions, tools and materials used, product made, and instructions followed; a list of the five main duties performed in the job; functional competencies required of workers in such areas as physical strength, manual dexterity, math and reading grade level, degree of interaction with people, and degree of perceptual discrimination required; and information on any hazardous jobs or unpleasant working conditions associated with the job. Also included are Bureau of Labor Statistics projected employment trends for the 1980s in each of the nine aforementioned occupational areas. (MN)

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Handbook of
ENTRY LEVEL JOBS

A Guide for Occupational Investigation for Administrators, Counselors, Vocational and Special Education Teachers

Lawrence T. McCarron, Ph.D.
Texas School for the Blind

CE045 222

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HANDBOOK OF ENTRY LEVEL JOBS

A Guide for Occupational Investigation
for
Administrators, Counselors,
Vocational and Special Education Teachers

Lawrence T. McCarron, Ph.D

Texas School for the Blind

This Handbook was developed with a grant from the
Department of Occupational Education and Technology,
Texas Education Agency

FIRST EDITION

1985

first printing October 1985--500 copies

Printed and available from
Occupational Curriculum Laboratory
East Texas State University
Commerce, Texas 75428
(214) 886-5623

ACKNOWLEDGEMENTS

Anna B. Kennedy, Word Processor

Harriette Spires, Editor

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INTRODUCTION

The purpose of this handbook is to provide administrators, vocational counselors and teachers with a convenient reference of entry level jobs. When counseling a student on awareness of occupational options or when considering on-the-job placement possibilities, the handbook provides useful descriptive information on over 3000 jobs. The handbook identifies a select range of employment situations to be reviewed and considered for which the student can be prepared. The identification of entry level jobs in specific occupational clusters which match the students interests and functional competencies increases the likelihood of a successful outcome. Thus, the handbook provides a reference for occupational investigation as well as a means for selecting appropriate job training/placement options.

The Counselor/Teacher Handbook is organized into nine occupational clusters identical to those defined by the Department of Labor in the Dictionary of Occupational Titles (DOT) 1979. The correspondence between these nine occupational areas and vocational education programs in Texas is indicated on the following chart. Vocational education programs are currently not available to adequately prepare students for many entry level jobs, such as processing and benchwork occupations which comprise approximately 61% of the entry level jobs.

An entry level job is defined according to designated job duties and the initial level skills required to perform the job. Each job requires a worker to function in some degree with data, people and things. Most entry level jobs involve relatively basic skills of comparing data, serving or helping others and handling of objects. Comparing data involves the matching of produced materials or objects with a standard on readily observable characteristics. Quality control inspector jobs illustrates the application of matching skills. Serving or helping others by attending to their needs or requests with an immediate response are also basic entry level job skills. A child-care aide who follows explicit, concrete instructions illustrates a job involving work with other people. Handling things involves the use of handtools or special devices to fabricate materials or produce goods. Such entry level jobs involves limited latitude for judgement with regard to attainment of standards or in selecting appropriate tools or materials. Thus, entry level jobs can be identified according to relatively basic skills and functions.

The functional competencies necessary to perform entry level jobs also include physical capacities of strength and manual dexterity, mathematic and reading skills, people interaction and perceptual discrimination. The functional level for each of these skills can be defined for each job.

When an individual's level of functional competencies is determined, a match can be made between the individual's skill level and the corresponding skill levels required by the job. The Handbook of Entry Level Jobs thereby serves as a resource for counseling students on vocational exploration and job training/placement options.

WHERE THE EMPLOYMENT OPPORTUNTIES WILL BE IN THE FUTURE

Changes in the job market effect employment opportunities. The Bureau of Labor Statistics has made projections of employment trends in industries and occupations. Predictions of changes in the work force between 1980 and 1990 are given for each of the Handbook occupational clusters.

1. Health Care Occupations

The medical professions will continue to grow as the health service industry expands. There is a trend for people to live longer with greater expectations for health care. While most health care occupations require technical training, availability of entry level jobs in hospital settings and laboratories are expected to increase by about 25 percent.

2. Clerical and Sales Occupations

Clerical workers make up the largest occupational group and includes bank tellers, bookkeepers, clerks, cashiers, secretaries and typists. Between 1980 and 1990, employment in these occupations is expected to grow from 18.9 to as many as 23.9 million workers, an increase of 27 percent.

3. Service Occupations

Sales workers are employed by retail stores, manufacturing and wholesale firms. Employment for sales workers is expected to grow from 6.8 to as many as 8.8 million workers, an increase of 28 percent.

Service workers include a wide range of occupations such as janitors, porters and cosmetologists. Service workers make up the fastest growing occupational group. The rising demand for health services as the population becomes older, more frequent use of restaurants, beauty salons and leisure time activities contributes to the increase in the service job market. Between 1980 and 1990, employment of service workers is expected to increase from 14.6 to as much as 19.2 million workers, an increase of about 32 percent.

4. Agriculture, Forestry & Fishery Occupations

Employment for farm workers and laborers has steadily declined for several decades with the use of efficient machinery and the development of new fertilizers and pesticides. Betwen 1980 and 1990, the number of farmworkers is expected to decline from 2.7 million to 2.3 million workers, a decrease of about 14 percent. The job market for forestry workers tends to keep face with the construction of new homes, and paper consumption. A slight increase in forestry jobs which follows the population increase may be expected. Sawmills will employ about the same number of workers in 1990 as in 1980. Fishery occupations fluctuate with the seasonal availability of fish, shrimp and other marine animals. A slight increase in population and growing demand for fish can slightly increase the need for harvesters of the sea. Sea farming may also become a future method to produce food. The worldwide demand for food will rise because of population growth abroad.

5. Industrial Processing Occupations

Manufacturing and industrial processing can be divided into two categories - durable and nondurable goods. Employment in durable goods such as cars, and appliances is expected to increase from 19 to 30 percent due to an increase in population, income and demand for consumer durable goods. Employment in nondurable goods such as food and clothing will increase more slowly, by 8 to 15 percent.

6. Machine Trades Occupations

The need for machine trades such as sheet metal, assemblers, production, painters and welders is expected to rise from 10.7 to as much as 13.2 million workers, an increase of 23 percent. Other highly skilled craft workers such as tool and die workers, instrument workers, machinist, automobile mechanics is expected to increase from 12.4 to 15.0 million, an increase of 27 percent. Because of advances in printing technology, very little growth is anticipated in printing crafts.

7. Benchwork Occupations

Benchwork jobs produce goods and most workers are employed in manufacturing industries. The projected slow growth of some manufacturing industries along with improved production processes will hold down the demand for many of these workers. Between 1980 and 1990, employment is expected to have a modest rise from 10.7 to 12.2 million, an increase of 14 percent.

8. Structural Work Occupations

Employment in construction trades is expected to grow because of high demands for residential houses and business investment in new plants. Between 1980 and 1990 employment of craft workers is expected to increase from 12.4 to as much as 15.8 million, an increase of 17 percent.

9. Packaging, Transportation, Mining & Miscellaneous Occupations

Transport operatives include taxi, bus, truck and forklift drivers as well as merchant seamen, and train brakemen. Between 1980 and 1990, there will be only a slow growth from 3.5 to 4.3 million workers or about 22 percent. The need for laborers such as garbage collectors and freight and stock handlers will also be limited. Machinery increasingly replaces manual labor. Excavating, mining, ditch digging are performed with machines. Between 1980 and 1990 employment of laborers is expected to increase from 5.9 to about 6.7 million, an increase of only 14 percent. The mining industry declined through most of the 1960s and then increased substantially (65 percent) between 1970 and 1980. The increase was due to a renewed emphasis on developing energy sources. Employment in mining, especially coal, is expected to grow from 1 to 1.3 million workers, a 30 percent increase. Improvement in mining equipment techniques, however, will permit increased production with only a slight increase in manpower.

While the DOT contains many redundant job titles, this Handbook has simplified the reference with an inclusion of alternate titles. The additional simplification condenses the number of job titles with less redundancy and provides a more manageable reference. Furthermore, some of the job descriptions have become obsolete and high technology has introduced others which were not included in the D.O.T. It would be appropriate for the counselor or instructor to periodically up-date the Handbook by listing and task analyzing the newly available entry level jobs in their community. The objective for compiling the Handbook was to provide a convenient and reasonably comprehensive reference of entry level jobs and thereby, assist the professional in the often difficult task of preparing students for vocational activities.

JOB DESCRIPTION

There are five basic parts to the job description:

1. Title and DOT Job Code Number
2. Lead Statement
3. Designated Job Duties (five)
4. Functional Competencies: Data-People-Things; Physical Strength; Manual Dexterity; Math and Reading grade level; People Interaction; and Perceptual Discrimination.
5. Designation of Hazardous jobs or unpleasant working conditions

Title

Each job is first identified by an occupation title. The title is printed in **UPPER-CASE BOLDFACE LETTERS** and is derived from the most common and accepted description known in the industry or business to which it applies.

EXAMPLE: MAIL HANDLER

Numeric Code

Immediately following the title is a nine-digit code which is taken directly from the Dictionary of Occupational Titles (DOT) and refers to the major occupational groups. These numbers can be used to cross-reference with the DOT but are not essential when using this handbook.

EXAMPLE: 209.687-014

Alternate Titles

When a job has alternate titles, the options follow the main title.

EXAMPLE: Also Mail Clerk, Mail Sorter, etc.

Lead Statement

The first sentence following the title is the lead statement. The lead statement summarizes the entire occupation. It offers essential information such as worker actions; purpose of actions; machines, tools, materials used; product made and instructions followed. The lead statement is similar to the DOT lead statement.

EXAMPLE: SORTS AND PROCESSES MAIL IN POST OFFICE

Designation of Job Duties.

There are five job duty statements which follow the lead statement. Each job duty is indicated by a sentence. Estimations are made of the student's capacity to successfully perform at least three of the five job duties before placement on the job.

EXAMPLE: JOB DUTIES

1. Sorts incoming mail into mail rack pigenholes according to destination
2. Sorts outgoing mail into mail sacks according to destination
3. Feeds letters into electric canceling machine
4. Hand stamps mail with rubber stamp to cancel postage
5. Transport mail within office

The student is expected to be able to successfully perform at least three of the five job duties before placement on the job.

FUNCTIONAL COMPETENCIES

Data, People, Things

Each job requires a worker to function, in some degree, with data, people, or things. It can be discerned that most entry level jobs involve comparing data, taking instructions or helping others and handling materials. Each entry level job is designated as predominantly involving data, people, or things. When a job entails two aspects such as working with both people and things, both designations will appear.

Data

Working with data refers to processing intangible information such as numbers, words, or symbols. Therefore, some proficiency in basic reading or arithmetic skills is required. The essential function includes comparing data. Judgements are made as to whether or not an object such as a machine part is similar to or divergent from obvious standards. Jobs such as Stock Clerk or Mail Sorter represent this area of job function.

People

Working with people requires some degree of interpersonal communication skills. The entry level jobs involve taking instructions and helping others. Individuals are highly supervised at this functional level. There is a preference for working with people and responding to the needs or requests of others. Serving and attending others represents the functional skills of this area. Jobs such as Day Care Attendant and Waitress work represent this area of job function.

Things

Working with things involve the extensive use of the hands to perform the task. Dealing with objects such as tools, manufactured good, machines and materials are the main functional skills in this area. There is a preference for dealing with things which are tangible, have shape, form or other physical characteristics. Jobs in Janitorial and Assembly work represent this area of job function.

Each entry level job is designated as predominately involving activities with either data, people or things. Therefore, the counselor/teacher would estimate the student's capacity in dealing with data, people, things to appropriately select and match the student to the job.

PHYSICAL CAPACITIES

The physical requirements of a job designates the necessary physical capacities of the worker to perform that job. The worker must possess physical capacities at least in an amount equal to the physical demands of the job.

The primary muscle power behaviors include lifting, carrying, pushing and pulling. Lifting is defined as raising or lowering an object from one level to another (includes upward pulling). Carrying is defined as transporting an object, usually holding it in the hands or arms or on the shoulder. Pushing or pulling refers to exerting a force upon an object so that the object moves away from or toward the force. Each of these strength behaviors involves the muscle systems of the hands, arms and shoulders in the upper extremity and/or the muscle systems in the legs, abdomen and back in the lower extremity.

The individual's muscle power functioning can best be determined with a systematic assessment, while the physical requirements of the job have been determined from a task analysis. Since different jobs require varying degrees of strength, the job can be described according to levels of physical capacity. Each job in the handbook is described as requiring one of the following levels of physical demands.

Physical Strength

Light

Frequent lifting/carrying of 10 lbs. or less with a maximum of 20 lbs.

Medium

Frequent lifting/carrying of 25 lbs. or less with a maximum of 50 lbs.

Heavy

Frequent lifting/carrying of 50 lbs. or more.

Manual Dexterity

Minimal

Infrequent use of the hands/arms required to perform work tasks.

Intermittent

Periodic use of the hands required to perform tasks. Quantity of work not dependent upon hand speed.

Continuous

Prominant use of hands/arms to perform work task. Consistent reliance on speed and facility in use of the hands to produce materials and construct products.

Each of the functional competencies factors define the unique attributes of the job. Therefore, it is essential to consider each of these factors when counseling the student concerning vocational options. When there is a lack of sufficient information to describe the individual's functional competencies, and to avoid making cursory subjective judgement, a comprehensive vocational evaluation is recommended.

MATHEMATICS AND READING LEVELS

Each job has been reviewed to discern the level of mathematics and reading required to adequately perform the job. There are three functional levels of mathematics and reading; no mathematics or reading required; ability to the equivalent of third grade; ability to the equivalent of sixth grade.

No Mathematics or Reading

The job does not require numeration or reading skills.

Third Grade Level

Maximum proficiency in mathematics at the third grade level involves counting up to 100 objects; addition of one and two digit figures (5 + 55 =); subtraction of two digit figures (20 - 16 =); simple multipulication with a calculator (2 x 4 =); division of single digits with a calculator (8 / 4 =); simple word problems (3 boxes + 5 boxes); understanding equivalance of coins (2 nickels = 10 cents); measurement using a ruler to the nearest inch; and telling time by the hour.

Similarly, maximum proficiency in reading at the third grade level involves reading short sentences as, "The bee has large wings." "Bees make sweet honey." The simple sentences are relatively short with nouns, verbs, and adjectives.

Sixth Grade Level

Maximum proficiency at the sixth grade level involves understanding decimal and position; use of simple fractions (2/3 cup + 1/3 cup =); addition of several 4 or 5 digits with decimals (500.12 + 55.06 + 22.10 =); subtraction of three digits (205 - 192 =); multiplication of two and three digits (16 x 75 =); division of three digits by two digits (125 / 25 =); serial mental computation ((2 x 2) + 2 - 1 =); use of a balance scale; measurement to 1/8 inch; and understanding calendar time.

Similarly, maximum reading proficiency at the sixth grade level involves reading and understanding newspaper Want Ads.

PEOPLE INTERACTION

Minimal

The degree to which a worker interacts with other persons is an important dimension to be considered in job training and placement. Some jobs such as bench assembly require minimal interaction with others. The individual works by himself and responds only to a supervisor or foreman. These jobs are designated as "minimal" (Min.) people interaction.

Intermittent

When a worker interacts intermittently (less than 50% of the time) with co-workers or customers, the job is designated as "intermittent" (Intermit) people interaction.

Continuous

When the job requires continuous interaction with others such as, as sales person, receptionist, or child-care worker, the job is designated as "continuous" (Cont) people interaction.

PERCEPTUAL DISCRIMINATION

Jobs require varying degrees of perceptual discrimination. An electronics micro assembler requires a high degree of perceptual discrimination to perform the job, while a ship deck-hand does not need to make fine distinctions of small materials.

High

Jobs that involve manipulation of relatively small materials (1/8 inch or less) and use of small hand tools, such as needlenose pliers or tweezers are designated "high" perceptual discrimination.

Medium

Jobs that involve manipulation of material between 1/8 and 1/2 inch are designated "medium" perceptual discrimination. Clerical, proofreading, sorting and assembly jobs are generally defined as medium perceptual discrimination.

Low

Jobs that involve manipulation of relatively large materials of 1/2 inch or more are designated as "low" perceptual discrimination.

DESIGNATION OF HAZARDOUS JOBS OR UNPLEASANT WORKING CONDITIONS

Following the functional competencies is a designation of jobs which are hazardous or involve unpleasant working conditions. When a job is designated as HAZARDOUS or involves unpleasant working conditions, the counselor and/or teacher is advised to cautiously consider job placement. School age children under 18 should NOT be employed in hazardous jobs because of a relatively high risk of physical injury. The U.S. Department of Labor has listed the following occupational areas as "hazardous".

Hazardous Occupations

1. Mining and demolition
2. Manufacture of brick, tile, and related products
3. Occupations involving exposure to radioactive substances or ionizing radiation
4. Mining, including coal mining
5. Logging and sawmilling
6. Wrecking and demolition
7. Excavation
8. Roofing
9. Operation of power-driven circular saws, band saws, and guillotine shears, and other power-driven woodworking machinery
10. Operation of power-driven paper products machinery
11. Operation of power-driven bakery machinery
12. Operation of power-driven hoisting apparatus
13. Operation of power-driven metal forming, punching, and shearing machinery
14. Outside helper on motor-driven vehicles
15. Steel mill operations
16. Slaughtering, meat packing, processing and rendering

Before placing a student in one of these areas, letters of parent/student and employer consent should be obtained. The letters should clearly indicate an understanding of the potential hazards and safeguards required.

Unpleasant Working Conditions

Unpleasant working conditions require a greater capacity to work under adverse conditions and increased tolerance for stress. Unpleasant conditions are generally represented by intense sensory stimulation such as noise, vibration, heat, light and smell. The following is a brief description of these conditions and representative jobs:

Loud Noises

Sufficient noise, either constant or intermittent, to cause marked distraction or possible injury to the sense of hearing if endured day after day without protection.

EXAMPLE:	Continuous:	Marine Diesel engine operator
	Intermittent:	Pile driver

Vibration

Sustained vibration which produces an oscillating movement or strain on the body or its extremities from repeated motion or shock to cause bodily harm if endured day after day.

EXAMPLE: Power sander, hydraulic hammer

Intense Light Radiation

Extreme exposure to light rays or radiation which cause marked distraction or possible bodily injury if endured day after day without protection.

EXAMPLE: Welder, clean-up of nuclear waste

High/Low Temperatures

Extremes of heat or cold sufficient to cause marked bodily discomfort unless the worker is provided with additional protection.

EXAMPLE: Furnace tender, cold storage warehouseman

Air Pollutants

Fumes

Smoky or vaporous fumes, usually odorous, thrown off as the result of combustion or chemical reaction.

EXAMPLE: Chemical manufacture, fireman

Odors

Noxious smells, either toxic or non-toxic.

EXAMPLE: Plastic/tire manufacture

Toxic Conditions

Exposure to toxic dust, fumes, gases, vapors, mists, or liquids which cause general or localized disabling conditions as a result of inhalation or action on the skin.

EXAMPLE: Refinery operations, agricultural sprays

Dust

Air filled with small particles of any kind, such as textile dust, flour, wood, leather, feathers, etc., any organic dust, including silica and asbestos, which make the work place unpleasant or are the source of occupational diseases.

EXAMPLE: Textile mill, cement plant

Poor Ventilation

Insufficient movement of air causing a feeling of suffocation; or exposure to drafts.

EXAMPLE: Painter

Each job which involves an unpleasant condition is designated with the descriptive word (i.e. "loud noise; vibration; intense light or radiation; high/low temperatures; fumes, odor; or poor ventilation"). Caution is advised when considering placement of students in jobs with unpleasant working conditions. A review is needed of the individual's medical history with susceptiability to adverse environmental conditions (i.e. respiratory or cardiac problems). Discusssions with the student, parents, potential employer and school counselor concerning adverse working conditions and necessary precautions is advisable.

Counseling Students

Most high school students have limited information and awareness of the world of work. A cursory knowledge of jobs is generally derived from immediate family members or friends but is often limited to a specific trade. The recent changes in technology has further compromised the accuracy of this shared information. Students may also have unrealistic expectations concerning job duties. Furthermore, students are usually unaware of their functional capacities or personal interests which influence vocational choices. Thus, a three-dimensional perspective of 1) providing specific information on job duties; 2) a review of the student's functional capacities, and 3) a review of personal/vocational interests can provide essential information to assist the individual at a critical point in development. Such information and counseling can be benefical to all students including handicapped and disadvantaged students.

Most students and vocational rehabilitation clients start work in entry level jobs. The skill level required for these jobs is relatively low and usually requires less than third grade mathematics and reading skills. The job duties usually involve routine tasks with continuous manual dexterity. If a student is not properly prepared for the realities of work, they may experience boredom, discouragement and tend to discontinue the job after a period of only a few months. Thus, a program of vocational information and counseling is an essential part of their education.

This Handbook of Entry Level Jobs provides specific information on job duties for over 3000 job titles. The listing of jobs under nine occupational clusters provides a convenient means of reviewing commalities in skills and duties for each area. The Handbook includes an indication of functional skill levels required to perform each job. However, a vocational evaluation is required to determine whether or not a particular student has the necessary skills in manual dexterity, physical strength, perceptual discrimination, math, reading and functional vocational behaviors adequate to perform the job. A comprehensive vocational evaluation which describes the indivdidual's relative strengths and weaknesses in functional skills is extremely useful. When a student is handicapped, a comprehensive vocational assessment is essential to match the student with available training and placement options.

Personal/vocational interests can be determined with a review of prior experience and personal interests. The Becker Vocational Interest Inventory (AAMD, 1976) or the McCarron Vocational Information Inventory (MVII) can be used to clarify the individual's knowledge of jobs and orientation. When the Handbook of Entry Level Jobs is used in conjunction with a comprehensive vocational evaluation and an interest inventory, realistic counseling is provided on appropriate job training or placement options. The Vocational Information Inventory helps to provide specific information on jobs and designates a preference for one or two of the occupational areas. The information from the vocational evaluation can indicate the level of the individual's functional capacities. The individual's level of functional skills is then matched with specific jobs which involve corresponding skill levels. The highest level functional skills designate the most suitable jobs to be considered. A computer softwear program can subsequently be used to match the individual's interests and functional competencies with a list of the most appropriate entry level jobs. The specification of a list of jobs which are most suitable for an individual can thereby serve as a guide in job training and placement.

COMPREHENSIVE OCCUPATIONAL ANALYSIS

The Comprehensive Occupational Analysis provides a convenient form for obtaining specific information about a vocational education program or potential job placement site. The survey can be used in two ways: by the vocational instructor to describe conditions and requirements for placement into a particular vocational class; and as a guide for the student to analyze the conditions and requirements of a specific community job.

Vocational Training Program

When considering appropriate placement options for a student, an adequate description of each vocational program is necessary. The vocational instructor completes the Comprehensive Occupational Analysis for a specific training program. The program is reviewed to define the occupational cluster; specify any hazardous or unpleasant working conditions; describe the vocational training requirements; sensory and physical capacities and educational requirements. In addition, a vocational behavior checklist is completed for each student to indicate the dysfunctional behaviors which would be accepted on a "trial" basis with the instructor's willingness to provide remedial assistance. The Comprehensive Occupational Analysis and Vocational Behavior Checklist are then used in educational program planning for the student. The survey provides a description of essential program requirements which facilitates decision making in the vocational guidance process. Such a procedure provides a objective basis for matching the student's functional competencies with the requirements of the vocational education program.

Student Investigation

The Comprehensive Occupational Analysis can also be used as a guided job analysis by the student to obtain basic information of working conditions and specific job requirements. The basic occupational information can be derived from several resources, including books, films, slides, or video tapes. The Handbook of Entry Level Job contains limited information on functional competencies for each job and is a good resource. The Comprehensive Occupational Analysis helps organize and focus on essential information to be considered when making vocational decisions. Each survey component is reviewed and discussed in the classroom. Some study and practice with the form is necessary. The student, with guidance from the instructor, may review resources and initially make estimations of the skill requirements for a job. The student's perceptions of a job can then be compared with an employer's perceptions of the job. It is recommended that the job counselor or instructor acquire a file of Comprehensive Occupational Analysis forms completed by employers in selected jobs. The reference file is used to compare student perceptions with the realities of a job. Variations in job structure within a particular community are also described with the Comprehensive Occupational Analysis.

Such a realistic match between the actual requirements of the job and the student's expectations will greatly enhance the outcome of a successful job placement. Discrepancies between student and employer perceptions can identify a student's lack of information or misinformation concerning job awareness. The results of the survey can also be used to counsel the individual on realistic work expectations and provide useful occupational information.

COMPREHENSIVE OCCUPATIONAL ANALYSIS

Lawrence McCarron, Ph.D
Harriette Spires

Student Name ______________________________ Job Interview Date _______________
Job Title ______________________________ Location ______________________________
Employer/Supervisor ______________________ Hours _____ Starting Pay __________

I. OCCUPATIONAL CLUSTER

Circle the occupational cluster which best describes the type of vocational training or job.

1. Professional, Technical and Managerial Occupations
2. Clerical and Sales Occupations
3. Service Occupations
4. Agricultural, Fishery, Forestry, and Related Occupations
5. Processing Occupations
6. Machine Trades Occupations
7. Bench Work Occupations
8. Structural Work Occupations
9. Packaging/Transportation/Mining and Miscellaneous Occupations

II. UNPLEASANT WORKING CONDITIONS

Rate each condition as applied to the to the training environment or job. Mark an "X" in the space which best describes the conditions.

	CONTINUOUS EXPOSURE 76-100%	EXTENSIVE EXPOSURE 51-75%	INTERMITTENT EXPOSURE 16-50%	RARE EXPOSURE 1-15%	NO EXPOSURE 0%
1. Hazardous					
2. Loud Noises					
3. Vibrations					
4. Intense Light					
5. Hi/lo Temperature					
6. Fumes/Odors					
7. Dirt/Grime/Grease					
8. Toxic Materials					
9. Dust or Lint					
10. Poor Ventilation					

NOTE: The percent refers to the amount of time each day involved in a particular condition or skill. For example, if the job is not hazardous at any time, it is marked in the No Exposure 0%; while a job that exposes the worker to loud noises, a little more than half the time, is marked in the space Extensive Exposure 51-75%.

III. VOCATIONAL TRAINING/JOB REQUIREMENTS

Mark an "X" in the space which best describes the requirements of the vocational training or job.

	CONTINUOUS 76-100%	EXTENSIVE 51-75%	INTERMITTENT 16-50%	MINIMAL 1-15%	NOT REQ'D 0%
DATA					
1. Money Transactions					
2. Measurement/ Gages					
3. Weights/Scales					
4. Calculations					
5. Applied Reading Skills					
PEOPLE					
6. Working around others					
7. Supervised by Employer					
8. Co-worker Teamwork					
9. Customer Interaction					
10. Directing Work of Others					
THINGS					
11. Production Stress					
12. Precision/ Quality Control					
13. Short Term Task Repetition					
14. Self-control of Work Pace					
15. Tool/Equipment Usage					

IV. SENSORY CAPACITY

Mark an "X" in the space which best describes the sensory capacities needed for vocational skills training or performance of the job.

	CONTINUOUS 76-100%	EXTENSIVE 51-75%	INTERMITTENT 16-50%	MINIMAL 1-15%	NOT REQ'D 0%
1. Visual Discrimination					
2. Color Vision					
3. Spatial/form Perception					
4. Tactile (touch) Sensitivity					
5. Hearing/talking					

V. PHYSICAL CAPACITY

Mark an "X" in the space which best describes the physical demands of the vocational training or performance of the job.

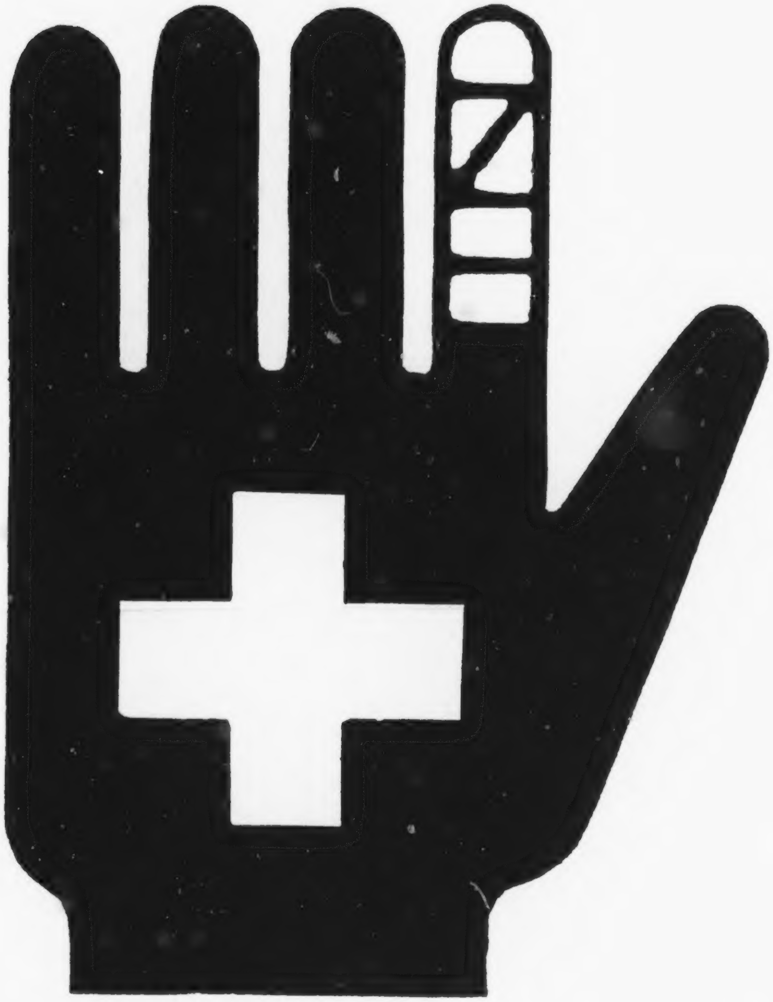
	CONTINUOUS 76-100%	EXTENSIVE 51-75%	INTERMITTENT 16-50%	MINIMAL 1-15%	NOT REQ'D 0%
1. Use of both hands					
2. Hand Strength					
3. Eye-Hand Coordination					
4. Finger Dexterity					
5. Prolonged Sitting					
6. Standing/ Walking					
7. Lifting/ Carrying					
8. Balancing/ Climbing					
9. Total Body Coordination					
10. Physical Endurance					

VI. EDUCATIONAL REQUIREMENTS

Circle the educational requirements which apply to the vocational training or job.

0. Reading and math skills not required.
1. Third grade reading and math skills.
2. Sixth grade reading and math skills.
3. High school diploma or G.E.D.
4. Vocational technical training.
5. College degree.

VII. ADDITIONAL COMMMENTS



HEALTH CARE OCCUPATIONS

ASSEMBLER, HOSPITAL SUPPLIES (712.687-010)

Perform any combination of the following duties to assemble, package, and sterilize disposable plastic hospital supplies, such as hypodermic syringes, catheters, and intravaneous transfusion apparatus.

JOB DUTIES:

1. Select products required for product to be assembled.
2. Line up edges of plastic bags.
3. Insert hypodermic plunger in cylinder, slide needle over base of cylinder, and position other parts together to prepare for bonding.
4. Place assembled parts on equipment that heats to bond plastic parts together.
5. Place assembled product in plastic bag, seal and pack items in cartons.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CENTRAL SUPPLY WORKER (381.687-010)

ALSO CENTRAL-SUPPLY AIDE

Clean, sterilize, and assemble hospital equipment, supplies, instruments according to prescribed procedures and techniques.

JOB DUTIES:

1. Scrub and wash surgical equipment.
2. Sterilize instruments, equipment and supplies using autoclave, sterilizer or solutions.
3. Prepare packs of supplies/instruments/dressings according to lists or codes.
4. Wrap labels, and seal packs.
5. Sharpen hypodermic needles and matches syringe barrels and plungers according to size, trade names, serial number.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

COILER (712.687-014)

Insert and solder metal coils and pins in base of artifical teeth to form means of attachment to denture.

JOB DUTIES:

1. Insert coil in tooth, using tweezers.
2. Solder pin to coil, using soldering iron.
3. Coat pins with flux.
4. Maintains soldering iron and equipment.
5. Organizes coils, pins and dentures.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GAGER (712.687-018)

Sort and measure strands of surgical sutures according to length and thickness.

JOB DUTIES:

1. Place strand on measuring stick to determine length.
2. Insert each end and center of strand into slot of gage that automatically registers thickness to 0.001 inch and compare gage reading with prescribed limits of acceptable suture thickness.
3. Reject strands that fail to meet standards.
4. Sort acceptable strands by width and length.
5. Place cut ends together ready for clamping onto needles.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LABORATORY AIDE/ASSISTANT (381.687-022)

ALSO TESTER HELPER; EQUIPMENT WASHER; LABORATORY HELPER

Cleans laboratory equipment such as glass-ware, metal instruments, sinks, tables, using solvents, brushes, rags.

JOB DUTIES:

1. Mix solutions according to specifications.
2. Wash, rinse, and dry glassware and instruments using water, acetone bath and cloth or hot-air dryer.
3. Scrub walls, floors, shelves, tables, sinks using cleaning solution and brush.
4. May sterilize glassware and instruments using autoclave.
5. May clean glassware only (GLASS WASHER).

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Reading-Third Reading Level-Third Grade
Minimal People Interaction Low Perceptual Discrimination

PLASMA LABORATORY ASSISTANT (078.687-010)

Performs routine laboratory tasks related to processing whole blood and blood components.

JOB DUTIES:

1. Centrifuge whole blood to produce various components.
2. Examine blood stock at intervals to determine satisfactory condition.
3. Observe thermostats on storage units to confirm constant temperature.
4. Inspect blood units returned from hospital to determine whether plasma can be salvaged.
5. Confirm that sedimentation has occurred, color is normal, and containers are in satisfactory condition.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LABORATORY ASSISTANT (599.687-026)
ALSO POOLING OPERATOR; SIPHON OPERATOR

Siphons human blood plasma into pooling bottles for processing or storage.

JOB DUTIES:

1. Removes cap from donor bottle and punctures stopper with needle.
2. Connects vacuum pump to donor and pool bottles, using sterile glass and rubber tubing.
3. Opens vacuum valve to siphon plasma into pooling bottle.
4. Draws off and labels sample from each pool bottle.
5. May introduce sterile, compressed air into pool bottles to transfer plasma to individual containers.

Functional Competencies

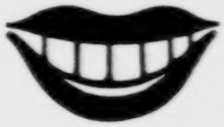
Things Light Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

TOOTH CLERK (222.687-038)

Select false teeth used to make dental plates.

JOB DUTIES:

1. Select teeth of color specified and according to shape of jaw.
2. Match teeth with teeth of mold made by Dentist, preparatory to assembly of dentures by Dental-Laboratory Technician.
3. Maintains supplies and materials.
4. Organizes materials in storage bind.
5. Maintains color charts.



Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CLERICAL AND SALES OCCUPATIONS

BILL SORTER (209.687-022)
ALSO SORTER; SALES-SLIP SORTER

Sorts data, such as forms, correspondence, checks, receipts, bills, and sales tickets.

JOB DUTIES:

1. Separate data into groupings.
2. Sort forms, check, receipts, bills, sales tickets into specified areas such as address, code, quantity and class.
3. File correspondence in appropriate place.
4. Follows specified directions for organizing materials.
5. Stamps date received on receipts, bills, checks.

Functional Competencies

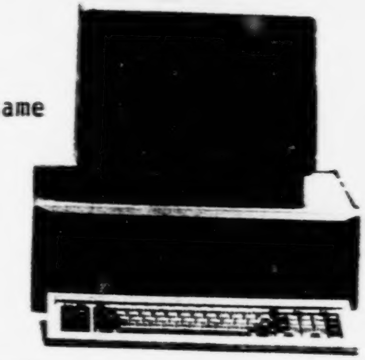
Data Light Physical Strength Continuous Manual Dexterity
Math Level-Third Reading Level-Sixth Grade
Minimal People Interaction Low Perceptual Discrimination

CHECK CLERK (209.687-010)
ALSO DATA CLERK; PROOFREADER; REPORT CHECKER;BILLING CHECKER; ENTRY EXAMINER; INSTALLMENT-ACCOUNT CHECKER; ASSET-CARD CLERK; COUPON-MANIFEST CLERK; OUTLAW-LOAN-RECORD CLERK; PRICE CHECKER; PRINTED-FORMS PROOFREADER; TYPING CHECKER

Performs routine checking duties to insure accuracy of recorded data.

JOB DUTIES:

1. Compare information or figures on one record against the same data on other records.
2. Correct or records omissions, errors, or inconsistencies found.
3. Follows detailed sequence of instructions.
4. Maintains records and updates figures.
5. Communicates inconsistencies found to supervisor.



Functional Competencies

Data Light Physical Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth Grade
Minimal People Interaction Medium Perceptual Discrimination

CONTROL CLERK, DATA PROCESSING (221.687-010)

Reads flow charts to ascertain sequence of materials required for machine operation.

JOB DUTIES:

1. Provide workers with such materials as discs, punched cards and reels of magnetic tape to expedite processing of data.
2. May separate computer printouts for distribution to concerned department, using detaching machine.
3. Distributes data output to departments, picks up input.
4. Organizes materials for data processing.
5. Maintains necessary supplies.

Functional Competencies

Data Light Physical Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Sixth Grade
Intermittent People Interaction Low Perceptual Discrimination

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CONVEYOR BELT PACKAGE SORTER (222.687-022)
ALSO ROUTE CLERK; MAIL SORTER; ROUTER; ROUTING CLERK

Sorts bundles, boxes, or lots of articles for delivery.

JOB DUTIES:

1. Read delivery or route numbers marked on articles or delivery slips, using charts.
2. Determine locations of addresses indicated on delivery slips, using charts.
3. Place or stack articles in bins designated according to route, driver, or type.
4. Removes or rearranges packages fsrom conveyor belt.
5. May place packages or articles in sacks.

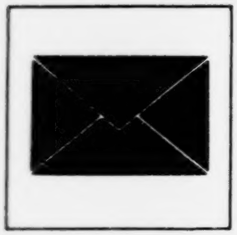
Functional Competencies

Data Medium Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third Grade
Minimal People Interaction Medium Perceptual Discrimination

DISTRIBUTION CLERK (209.687-014)
ALSO MAIL HANDLER; SPECIAL DISTRIBUTION CLERK

Sorts and processes mail in post office.

JOB DUTIES



1. Sort incoming or outgoing mail into mail rack pigeonholes or into mail sacks according to destination.
2. May feed letters into electric canceling machine or hand-stamp mail with rubber stamp to cancel postage.
3. May transport mail within post office.
4. May sort mail in mobile post office.
5. May sort mail which other workers have been unable to sort.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-None Reading Level-Third Grade
Minimal People Interaction Medium Perceptual Discrimination

GARMENT SORTER (222.687-014)
ALSO SHIRT SORTER

Sorts finished garments, such as shirts, dresses and pajamas, according to lot and size numbers recorded on tags and labels attached to garments.

JOB DUTIES:

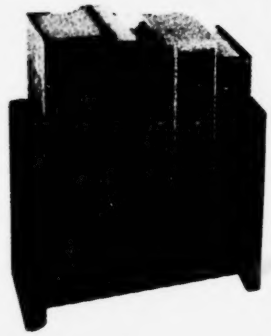
1. May fold and package garments in boxes and bags.
2. May iron garments prior to folding.
3. Seals boxes and bags using tape or Heat Sealer.
4. Performs various tasks as assigned.
5. Identifies poor quality material or workmanship.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LIBRARY RUNNER (249.687-014)
ALSO SHELVER; SHELVING CLERK; STACK CLERK

Locates library materials, such as books, periodicals, and pictures for loan.



JOB DUTIES:

1. Replace material in shelving area (stacks) for files, according to identification number and title.
2. Trucks or carries material between shelving area and issue desk.
3. May clip premarked articles from periodicals.
4. Stacks and organizes books, periodicals.
5. Opens cartons of new books, articles received.

Functional Competencies

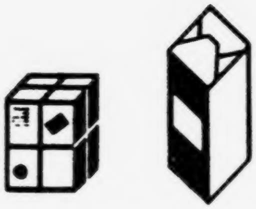
Data/Things Light Physical Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Sixth Grade
Intermit People Interaction Medium Perceptual Discrimination

LOADING CHECKER (222.687-030)
ALSO SHIPPING CHECKER; ORDER CHECKER; PACKING CHECKER; TOBACCO CHECK-OUT CLERK

Verifies quantity, quality, labeling, and addressing of products and items of merchandise ready for shipment at manufacturing or commercial establishment.

JOB DUTIES:

1. Count, weigh, measure or examine packaging and contents of items for conformance to company specifications.
2. Affix postage on packages, using postal meter.
3. Compare items packed with customer's order and other identifying data.
4. May keep records on number of baskets or boxes sold and removed from auction warehouse.
5. May oversee crew of workers engaged in loading and bracing material in railroad cars or trucks.



Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth Grade
Intermit People Interaction Medium Perceptual Discrimination

MESSENGER, COPY (239.677-010)

Delivers and receives materials for copying and distribution.

JOB DUTIES:

1. Delivers illustration material to and from advertisers and other outside agencies and within office.
2. May read competitors' publications, copy selected portions.
3. May clip items or stories not printed in own publication.
4. May submit clippings to editor.
5. May file material according to advertiser or subject area.

Functional Competencies

Things Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-Sixth Grade
Intermit People Interaction Medium Perceptual Discrimination

OFFICE COPY SELECTOR (249.687-010)

Inspects publications, such as magazines, catalogs and pamphlets for conformance to quality standards, and selects copies of highest quality for distribution to management, publishers, and clients according to distribution list.

JOB DUTIES:

1. Review distribution list for specific publications in order to ascertain the number of copies required for distribution.
2. Examine overall appearance of copies received from production department for conformance to quality standards.
3. Examine each page of copies for uniformity of margins, quality of multicolored and monocolored illustrations, missing pages and other defects.
4. Sort copies with highest overall quality and route stack management.
5. Select copies which have highest quality reproductions of advertisements and feature articles, individual copies or bundles according to distribution sheet, and route stacks mailing room.

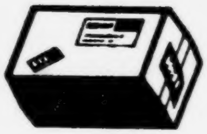
Functional Competencies

Data/Things Light Phys Strength Continuous Manual Dexterity
Math Level-Third Reading Level-Sixth Grade
Intermit People Interaction Medium Perceptual Discrimination

RECEIVING CHECKER (222.687-018)
ALSO ORDER CHECKER; RECEIVING INSPECTOR; UNLOADING CHECKER

Counts, measures or weighs to verify contents of shipments against bills of lading, invoices, or storage receipts.

JOB DUTIES:



1. Examines articles for defects and sort articles according to extent of defect.
2. Attaches identification data onto article.
3. Records factors causing goods to be returned.
4. Unloads and unpacks incoming shipments.
5. Maintain shipping/receiving records.

Functional Competencies

Data/Things   Intermit Phys Strength   Continuous Man. Dexterity
Math Level-Third   Reading Level-Third Grade
Minimal People Interaction   Medium Perceptual Discrimination

ROUTE AIDE (239.687-010)

Delivers messages to and from conveyor belts, terminals, tube locations and other transmitting points within telegraph office.

JOB DUTIES:

1. May microfilm copies of telegrams, using automatic microfilming equipment.
2. Stores microfilm copies in files.
3. May search for and retrieve messages stuck in equipment between transmitting points.
4. May deliver messages to customers.
5. Performs various delivery and pickup duties as assigned.

Functional Competencies

Things   Light Phys Strength   Continuous Manual Dexterity
Math Level-Third   Reading Level-Third
Intermit People Interaction   Medium Perceptual Discrimination

SAMPLE CHECKER (229.687-010)

Examine cloth samples mounted in books or tagged to verify that samples are neatly mounted and are identical in color, weave, and hand with swatch previously approved by customer.

JOB DUTIES:

1. Compare style number marked on sample with that on customer's order and on standard swatch.
2. May assemble cards or books for shipment to sales departments.
3. Prepares cloth samples for mounting.
4. May place samples in envelopes for mailing.
5. Organizes standard swatch materials.

Functional Competencies

Data/Things　Light Phys Strength　Intermit Manual Dexterity
Math Level-Third　Reading Level-Third Grade
Intermittent People Interaction　High Perceptual Discrimination

STUBBER (222.687-034)

Removes sales-slip stubs from packages at loading dock.

JOB DUTIES:

1. Sort stubs, according to size of package or type of merchandise.
2. Keep record of store deliveries.
3. Return illegibly addressed or mutilated packages for rewrapping or readdressing.
4. Totals number of stubs at end of day and prepares report.
5. Cleans up work area.

Functional Competencies

Data/Things　Light Phys Strength　Intermit Manual Dexterity
Math Level-Third　Reading Level-Third Grade
Minimal People Interaction　Medium Perceptual Discrimination

TICKET PULLER (221.687-014)

Sorts tobacco according to grade, and tickets each batch.

JOB DUTIES:

1. Remove tobacco of questionable grade from processing line and directs Material Handler to set basket aside until grade can be ascertained.
2. Write grade on back of ticket, using felt pen, and carry tickets from each truckload to office for comparison with bill-of-lading.
3. May remove processor's grade ticket and file with warehouse ticket for production records.
4. May call out grade on sheet of tobacco as it moves along conveyor to facilitate removal by Material Handler.
5. May attach tickets to full pallet to facilitate bulk feeding process.

Functional Competencies

Data/Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third Grade
Intermit People Interaction   Medium Perceptual Discrimination

TOOTH CLERK (222.687-038)

Select false teeth used to make dental plates.

JOB DUTIES:

1. Select teeth of color specified and according to shape of jaw.
2. Match teeth with teeth of mold made by Dentist, preparatory to assembly of dentures by Dental-Laboratory Technician.
3. Maintains supplies and materials.
4. Organizes materials in storage bins.
5. Maintains color charts.

Functional Competencies

Things   Light Physical Strength   Continuous Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

TUBE CLERK (239.687-014)

ALSO TUBE OPERATOR; PNEUMATIC-TUBE OPERATOR; TUBE CLERK; TUBE DISPATCHER; TUBE-STATION ATTENDANT

Receives and routes messages through pneumatic-tube system.

JOB DUTIES:

1. Opens incoming pneumatic-tube carriers containing items, such as mail correspondence, bills and receipts.
2. Read and sort items according to department.
3. Insert items into carriers, carriers into tube system and routes to specified locations.
4. Sorts and files receipts.
5. Dispatches materials according to specified procedures.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-Sixth Grade
Minimal People Interaction Medium Perceptual Discrimination

WAREHOUSE CHECKER (222.687-010)

ALSO CHECKER

Verifies quantity, quality, condition, value and type of articles purchased, sold, or produced against records or reports.

JOB DUTIES:

1. Sort data or items into predetermined sequence or groups.
2. Record items vertified.
3. Organizes records according to establishment.
4. May transfer articles in warehouse.
5. May unpack and repack articles.

Functional Competencies

Data/Things Light Phys Strength Continous Man. Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction Medium Perceptual Discrimination

SALES OCCUPATIONS

ADVERTISING-MATERIAL, DISTRIBUTOR (230.687-010)
ALSO HANDBILL DISTRIBUTOR; PAMPHLET DISTRIBUTOR; SAMPLE DISTRIBUTOR

Distributes advertising material.

JOB DUTIES:

1. Locate areas and streets using streetmaps and distribute material.
2. Deliver samples of merchandise to residents, following address lists.
3. Hand out coupons on street following oral instructions.
4. Pack and unpacks materials.
5. Assists supervisor in organizing materials for distribution.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Continuous People Interaction Low Perceptual Discrimination

COIN-MACHINE COLLECTOR (292.687-010)
ALSO PARKING-METER-COIN COLLECTOR; TELEPHONE COIN-BOX COLLECTOR

Collects coins or coin boxes from parking meters or telephone pay stations.

JOB DUTIES:

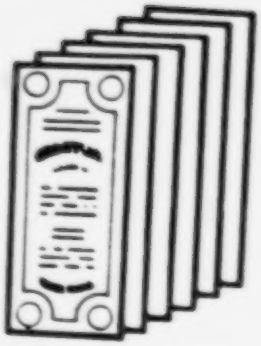
1. Unlock telephone faceplate and remove box containing money.
2. Insert empty box and lock faceplate.
3. Tag boxes to identify pay stations.
4. Report malfunctioning telephones or parking meters to repair department.
5. Deliver boxes to central depot for machine counting, tabulating, and customer payment.

Functional Competencies

Things Light Physical Strength Continuous Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FINAL APPLICATION REVIEWER (209.687-018
ALSO REVIEWER; NEW-BUSINESS CLERK; SALES-REVIEW CLERK

Reviews insurance applications to insure that all questions have been answered.



JOB DUTIES:

1. Correspond with sales personnel to inform them of status of application being processed.
2. Encourage prompt delivery of policies to policyholders.
3. May collect initial premiums and issue receipts.
4. May compile periodic reports on new business for management.
5. Files applications.

Functional Competencies

Data/People Light Physical Strength Minimal Manual Dexterity
Math Level-Sixth Reading Level-Sixth Grade
Continuous People Interaction Low Perceptual Discrimination

PICKET, LABOR UNION (299.687-014)
ALSO ADVERTISING-MATERIAL DISTRIBUTOR; SANDWICH-BOARD CARRIER

Performs one or more of the following tasks.

JOB DUTIES:

1. Wears sign boards and walks in public.
2. Advertise merchandise or services or beliefs.
3. May distribute hanbills to passers-by.
4. May wear costume to attract attention.
5. May work for labor organization.

Functional Competencies

People Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Continuous People Interaction Low Perceptual Discrimination

PORTER, SAMPLE CASE (299.687-010)

Carries or rolls sample cases while accompanying sales representative on calls to wholesale or retail stores.

JOB DUTIES

1. Open sample cases upon arrival at store and assists sales representatives in displaying merchandise to prospective buyers.
2. Replace merchandise when sales representative has completed visit.
3. May transport samples cases, using automobile.
4. Organizes materials according to type or customer.
5. Repacks display merchandise.

Functional Competencies

People Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SAMPLE-DISPLAY PREPARER (222.687-026)

Fills orders for sample hose for sales personnel and customers.

JOB DUTIES:

1. Select hose according to specifications and examines hose to insure conformance to standards.
2. Pair hose according to size, color and length.
3. Attach label designating size, color and style to top of hose.
4. Fold and pack hose in boxes.
5. Record name of customer or seller, size, style, color and quantity of hose, and shipping date.

Functional Competencies

Things Light Phys Strength Continuous Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SALES ATTENDANT (299.677-010)

Performs any combination of the following duties to provide customer service in self-service store.

JOB DUTIES:

1. Aid customers in locating merchandise.
2. Obtain merchandise from stockroom when not on floor.
3. Direct or escort customer to fitting or dressing rooms or to cashier.
4. Keep merchandise in order.
5. May mark or ticket merchandise.

Functional Competencies

People   Light Physical Strength   Continuous Manual Dexterity
Math Level-None   Reading Level-None
Continuous People Interaction   Medium Perceptual Discrimination

VAULT ATTENDANT (249.677-010)

Admits authorized persons to bank vault, and assists customers in opening and closing safe-deposit boxes.

JOB DUTIES:

1. Stamp time of entry on access slip and accompanies customer into vault.
2. Remove safe-deposit box from inner vault and carries it to enclosed booth.
3. Stamp exit time on customer's acccess slip.
4. Inspect booth before another customer is allowed to enter.
5. May release lock on vault gate to permit customer to enter and exit.

Functional Competencies

People   Light Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Intermittent People Interaction   Low Perceptual Discrimination

SERVICE OCCUPATIONS

AIR PURIFIER SERVICER (389.687-010)

Delivers, installs and services air deodorizing and sanitizing devices in commercial, institutional, and public establishments.

JOB DUTIES:

1. Drive delivery truck to convey deodorizing devices and chemical refills to building of customers.
2. Attach deodorizing devices (dispensers) to walls, using handtools, or places device unattached at various locations of customer's buildings.
3. Place non-toxic chemical into deordorizing containers.
4. May clean deodorizing device, using wire brush, or remove unit, if defective.
5. May clean and disinfect equipment, such as urinals, toilet bowls, washbasins, using brushes, sponges and cleaning agents.

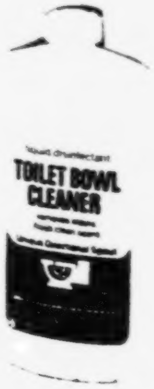
Functional Competencies

People/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-Third
Intermit People Interaction Medium Perceptual Discrimination

CLEANER, INDUSTRIAL (381.687-018)

ALSO ALLEY CLEANER; CASTING-AND-LOCKER-ROOM SERVICER; ENGINE-ROOM CLEANER; OVERHEAD CLEANER; CAN-FILLING-ROOM SWEEPER; CEILING CLEANER; CLEAN-UP WORKER; SPRAY ROOM FLOOR CLEANER; JANITOR; SANITOR; SCRUBBER; SWEEPER; TRASH COLLECTOR; VACUUM CLEANER; WASTE COLLECTOR

Keeps working areas in production departments of industrial establishments in clean and orderly condition, performing any combination of the following duties.



JOB DUTIES

1. Transport raw materials and semi-finished products or supplies between department or buildings to supply machine tenders or operators with materials for processing, using handtruck.
2. Arrange boxes, material and handtrucks or other industrial equipment in neat and orderly manner.
3. Clean lint, dust, oil, and grease from machines, overhead pipes and conveyors, using brushes, airhoses or steam cleaner.
4. Clean screens and filters.
5. Scrub processing tanks and vats.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, WET WASH (361.687.010)
ALSO NET CHECKER-HANGER

Reassembles washed laundry according to lot number or individual customer's bundles preparatory to subsequent processing, such as tumbling, starching, or ironing.

JOB DUTIES:

1. Compare pin number on nets of laundry to number on ticket and hangs nets in bins, or slides key-tag onto key-tag holder to assemble lots.
2. Count key-tags on holder or compare count of nets in bin to count of pin numbers written on laundry ticket to verify completed assembly.
3. Load assembled lots in basket trucks for delivery to other work stations.
4. May deliver basket trucks to other stations.
5. Reports broken items to appropriate people.

Functional Competencies

Data/Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

ASSEMBLER (369.687-010)
ALSO FLATWORK ASSEMBLER; WEARING-APPAREL ASSEMBLER; DISTRIBUTOR; MATCHER; SUBSORTER

Sorts laundered or drycleaner articles, such as linens, garments, blankets, drapes, according to customer's identification mark or tag.

JOB DUTIES:

1. Read identification symbols on mark or tag attached to clean articles.
2. Sort articles with similar symbols into groups.
3. Collect items belonging to each customer from group, using customer's list of articles received to verify completeness of order.
4. Inspect items for quality of service.
5. Returns items to appropriate station if not of proper quality.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

ASSORTER, LAUNDRY (361.687-014)

ALSO CLASSIFIER; SEPARATOR; SOILED LINEN DISTRIBUTOR; SORTER

Sorts laundry into lots, such as flatwork, starchwork, and colored articles prior to washing or ironing.

JOB DUTIES:

1. Place sorted articles in bins, nets, baskets or onto conveyor belt.
2. Weigh flatwork.
3. Record weight on laundry ticket.
4. Affix customer's identification mark on articles.
5. Fasten identifying pin to nets.

Functional Competencies

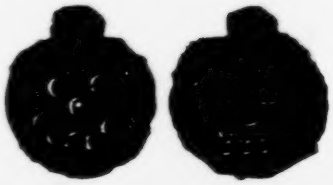
Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading-Third
Minimal People Interaction   High Perceptual Discrimination

BAKESHOP CLEANER (313.687-010)

ALSO COOK HELPER-PASTRY; PASTRY HELPER

Assists pastry shop workers, performing any combinations of the following.

JOB DUTIES:



1. Carry and distribute supplies and equipment.
2. Mix, knead, and shape dough or batter to make pies, cakes, cookies and other pastries.
3. Wash and cut up fruits for desserts and pies.
4. Grease baking tins or lines them with waxed paper.
5. Insert cakes, pies and cookies into oven and remove when baked.

Functional Competencies

People/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Continuous People Interaction   Medium Perceptual Discrimination

BAKER SCULLION (318.687.014)
ALSO SCULLION; BUTCHER SCULLION; GLASS SCULLION; SILVERWARE WASHER; VEGETABLE SCULLION; MAIN-GALLERY SCULLION; SCULLION CHIEF; UTILITY HAND

Performs any combination of tasks involved in cleaning ship's galleys, bakery and butcher shop.

JOB DUTIES:

1. Clean pots and pans, dishes, chopping blocks and service stations by hand or using dishwashing machine.
2. Polish silver chafing dishes and coffee pots.
3. Places washed glasses in rack to prevent breakage.
4. Defrosts and cleans refrigerators, and iceboxes.
5. Clean and cull vegetable and fruits.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Low Perceptual Discrimination

PUFF IRONER (363.687-018)
ALSO BALLER; PUFFER

Finishes pressing of garments on special metal "puffer" iron.

JOB DUTIES:

1. Slides material back and forth over heated, metal, ball-shaped form to smooth and press portions of garments that cannot be satisfactorily pressed with flat presser or hand iron.
2. Uses hand iron to complete pressing of garment.
3. Folds and hangs garments.
4. Identifies missing buttons or tears in fabric.
5. Uses eye-hand coordination to work efficiently and not scorch material.

Functional Competencies

Things — Light Phys Strength — Continuous Manual Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Low Perceptual Discrimination

BAR PORTER (312.687-010)
ALSO BARTENDER HELPER; BAR RUNNER

Cleans bar and equipment and replenishes bar supplies, such as liquor, fruit, ice and dishes.

JOB DUTIES:

1. Stock refrigerating units with wines and bottled beer.
2. Replaces empty beer kegs with full ones.
3. Slices and pits fruit used to garnish drinks.
4. Washes glasses, bar and equipment and polishes bar fixtures.
5. Mops floors.

Functional Competencies

People/Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BRUSHER-DOWN (362.687-014)
ALSO LINING SCRUBBER; LINING BRUSHER; LINING CLEANER

Cleans linings of fur garments by scrubbing the linings with brush dipped in cleaning solvent.

JOB DUTIES:

1. Cleans linings with brush.
2. Inspects for stubborn stains.
3. Checks to see if lining needs mending.
4. Identifies missing buttons or tears in fabric.
5. Folds and hangs garments.

Functional Competencies

Things Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUNDLE CLERK (361.687-018)

ALSO LAUNDRY LABORER; BUNDLE WEIGHER; CHUTE WORKER; CLIPPER; LINEN-SUPPLY-ROOM WORKER; NET SORTER; PIN SORTER AND BAGGER; PIN WORKER; WASHING-MACHINE LOADER II

Prepare laundry for processing and distributes laundry, performing any combination of the following duties.

JOB DUTIES:

1. Open bundles of soiled laundry.
2. Place bundles onto conveyor belt or drop down chute for distribution to marking and classification sections.
3. Weighs laundry on scales and records weight on tickets.
4. Remove bundles from conveyor and distributes to workers, using handtrucks.
5. Fastens identification pins or clips onto laundry to facilitate subsequent assembly of customers' orders.

Functional Competencies

People/Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Intermittent People Interaction   High Perceptual Discrimination

CLEANER, HOUSEKEEPING (323.687.014)

ALSO BEAUTY PARLOR; MOTEL CLEANER; SLEEPING ROOM CLEANER

Cleans rooms and halls in such commercial establishment as hotels, restaurants, clubs, beauty parlors and dormitories performing any combination of the following tasks.

JOB DUTIES:

1. Sorts and counts linens.
2. Folds, marks and carries linens.
3. Makes beds.
4. Checks wraps and renders personal assistance to patrons.
5. Moves furniture, hangs drapes and rolls carpet.

Functional Competencies

People/Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Intermittent People Interaction   Low Perceptual Discrimination

CARD PLAYER (343.687-010)
ALSO PLASTIC-CARD GRADER; CARDROOM

Examines plastic playing cards for reuse by patrons of public cardroom.

JOB DUTIES

1. Inspect cards for defects, such as scratches, cuts, and discoloration.
2. Replace defective cards with those matching others of deck in color, size, and pattern.
3. Feel each card of deck for uniform thickness.
4. Count, sort and repackage cards in box.
5. Grade deck according to condition and approximate usage.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CARETAKER (301.687-010)
ALSO HOUSE WORKER; ODD-JOB WORKER

Performs any combination of the following duties in keeping private home clean and in good condition.

JOB DUTIES:

1. Clean and dusts furnishings, hallways and lavatories.
2. Beat and vacuum rugs and scrub them with cleaning solutions.
3. Wash window and wax and polish floors.
4. Remove and hang draperies.
5. Clean and oil furnace.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

CARDER, BLANKETS (363.687-022)

ALSO CURTAIN DRIER; CURTAIN STRETCHER; STRETCHER OPERATOR; STRETCHER-DRIER OPERATOR

Stretches and dries household article, such as blankets, curtains, and linen tablecloths that require special treatment to protect delicate fabrics and retain desired measurements.

JOB DUTIES:

1. Attach article to projecting wires of adjustable stretcher and pushes, or rotates frame on locking pivot, to position article in drying cabinet.
2. Attach curtains or blankets to horizontal frame mounted over steampipes and turn valve to allow steam to heat pipes and dry articles.
3. Adjust level to clamp and stretch drapes and comforts in horizontal frame of drapery framer.
4. May card (brush) blankets with wire-bristled hand brush to raise nap or feed blankets into carding machine.
5. May touch-up (press) bindings and ruffles with hand iron.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

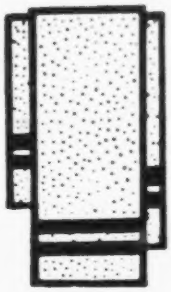
CHANGE-HOUSE ATTENDENT (358.687-010)

ALSO DRY BOSS; DRY JANITOR; SHOWER ROOM ATTENDANT

Maintains building, such as locker room of golf club, change house of mining camp, or shower facilities of industrial plant, in which patrons or workers shower and change clothes.

JOB DUTIES

1. Sweep floor and scrubs shower stalls, using broom, brushes, and soap and water.
2. Open windows to control ventilation or adjusts controls of automatic heating, cooling or dehumidifying unit to maintain healthful and comfortable conditions.
3. Fire boiler to heat water for bathing or heating facility.
4. Place contaminated work clothes in vacuum chamber for removal of toxic chemical dust.
5. Requisition and issue supplies, such as soap, towels, and protective clothing.



Functional Competencies

Things Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

CHAR-WORKER (381.687-014)
ALSO CLEANER; COMMERCIAL OR INSTITUTIONAL; CLEAN-UP WORKER; HOUSEKEEPER; JANITOR; LABORER, BUILDING MAINTENANCE; MOPPER; PORTER; SCRUBBER; SWEEPER; HALL CLEANER; LIGHT-FIXTURE CLEANER; MARBLE CLEANER; METAL POLISHER; PAINT CLEANER; SCRUBBING-MACHINE OPERATOR

Keeps premises of office building, apartment house, or other commercial or institutional building in clean and orderly condition.

JOB DUTIES

1. Cleans and polishes lighting fixtures, marble surfaces.
2. Cuts and trims grass and shovels snow, using power equipment or handtools.
3. Delivers messages.
4. Transports small equipment or tools between departments.
5. Sets up tables and chairs in auditorium or hall.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHECKER (369.687-014)
ALSO RETURN CHECKER

Vertifies number and type of laundered or drycleaned articles by checking against customers' lists.

JOB DUTIES:

1. Inspect articles for cleanliness and neatness of finish.
2. Return incomplete laundry bundles to bin.
3. Fold curtains lengthwise and drapes over hangers.
4. Hang drycleaner garments on hangers, covering articles with paper or bags.
5. Fill customers' orders for clean linens, such as sheets, towels, aprons, and uniforms.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CLOTHES-ROOM WORKER (355.687-010)

Receives, stores, and issues clothing of patients in hospital.

JOB DUTIES:

1. Hang clothing on hangers or places on storage shelves or racks, according to admittance number on clothing record.
2. Covers clothing with protective covering.
3. Issues clothing to patients or other wards, according to signed receipt of patient and clothing release slip.
4. Arrange for clothing to be cleaned, pressed or laundered.
5. May maintain records.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-None Reading Level-Third
Minimal People Interact Medium Perceptual Discrimination

CLEANER, WALL (381.687-026)
ALSO WALLPAPER CLEANER; WALL WASHER

Cleans interior walls and ceilings of offices, apartments and other buildings by hand, or by use of wall-washing machine.

JOB DUTIES:

1. Clean walls and ceilings by hand, using sponge and soapy water or chemical solutions.
2. Press lever in nozzle of machine to control flow of solution
3. Move nozzle fitted with porous pad over surfaces, exerting sufficient pressure to remove dirt and grease.
4. Estimate cost of cleaning walls and submit bids.
5. Inspects tools to discern if repair is needed and maintains supply of cleaning materials.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction High Perceptual Discrimination

CLEANER, HOSPITAL (323.687-010)

Cleans hospital wards, rooms, baths, laboratories, offices and halls.

JOB DUTIES:

1. Wash bedframes, brush mattresses and remake beds after dismissal of patients.
2. Keeps utility and storage rooms in neat and orderly condition.
3. Distributes laundered articles and linens in wards.
4. Replace soiled drapes and cubicle curtains in wards.
5. Serve patient's meals and remove trays and dishes.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLEANER, WINDOW (389.687-014)
ALSO WINDOW-WASHER

Cleans windows, glass partitions, mirrors, and other glass surfaces of building interior or exterior, using pail of soapy water or other cleaner, sponge and squeegee.

JOB DUTIES:

1. Crawls through window from inside and hooks safety belt to brackets for support.
2. Sets and climb ladder to reach second or third story, or use bosum's chair.
3. Swing stage, or other scaffolding lowered from roof to reach outside windows.
4. Stands to reach first floor or inside windows.
5. Practices safety standards.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CLOTHES MARKER (369.687-026)

ALSO MARKER; ENTRY CLERK; GARMENT MARKER; RECEIVING MARKER; TAGGER

Performs any combination of the following duties in marking, sorting and recording soiled garments, linens, and other articles received for cleaning and laundering.

JOB DUTIES

1. Open bundle or bag and spreads articles on worktable.
2. Examines articles and records defects, such as holes, stains, tears, and ripped seams.
3. Compare articles with customer's lists or records by hand or by using listing-pricing machine.
4. Affix or mark customer-identifying symbols on soiled articles.
5. Route defective articles to MENDER for repairs.

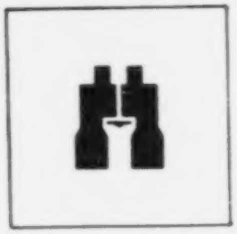
Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

COMBAT SURVEILLANCE AND TARGET ACQUISITION CREWMEMBER (378.687-010)

Assist crewmembers to replace sound, flash, or other target acquisition equipment.

JOB DUTIES:



1. Assist crewmembers to replace sound, flash, or other target acquisition equipment.
2. Plot sound for flash data on maps.
3. Assist personnel in operating searchlights.
4. Lay wire to establish filed communications.
5. Clean and lubricates vehicles and equipment.

Functional Competencies

Things/People Heavy Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Continuous People Interaction High Perceptual Discrimination

KITCHEN HELPER (318.687-010)
ALSO COOKEE; COOK HELPER; KITCHEN HAND; KITCHEN PORTER; KITCHEN RUNNER; DISHWASHER, HAND; GARBAGE PORTER; POTWASHER; SILVERWASHER

Performs any combination of the following duties to maintain kitchen work areas and restaurant equipment and utensils in clean and orderly condition.

JOB DUTIES:

1. Wash worktable, walls, refrigerators, and meat blocks.
2. Segregates and removes trash and garbage and places it in designated containers.
3. Steam-cleans or hoses-out garbage cans.
4. Sort bottles, and breaks disposable ones in bottle-crushing machine.
5. Washes pots, pans, and trays by hand.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Low Perceptual Discrimination

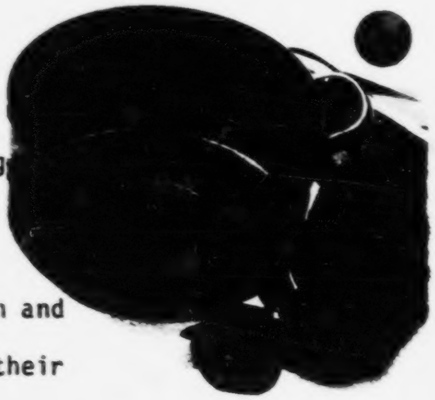
COOK HELPER (317.687-010)
ALSO COOK HELPER, DESSERT; COOK HELPER, VEGETABLE; PANTRY GOODS MAKER HELPER

JOB DUTIES:

1. Wash, peel, cut and seed vegetables and fruits.
2. Clean, cut and grind meats, poultry and seafood.
3. Dip food items in crumbs, flour and batter to bread them.
4. Weigh and measure designed ingredients.
5. Cleans-up work area and culinary tools.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Intermit people Interaction High Perceptual Discrimination



COUNTER-SUPPLY WORKER (319.687-010)

Replenishes food and equipment at steamtables and serving counters of cafeteria to facilitate service to patrons.

JOB DUTIES:

1. Carry food, dishes, trays and silverware from kitchen and supply departments to serving counters.
2. Garnish foods and positions them on table to insure their visibility to patrons and convenience in serving.
3. Keep assigned area and equipment free of spilled foods.
4. Keep shelves of vending machines stocked with food when working in automat.
5. Clean-up area at end of day.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

CURTAIN CLEANER (323.687-018)

ALSO HOUSECLEANER; LINEN-ROOM WORKER; PORTER, LOBBY VACUUM WORKER; MOVER; NIGHT CLEANER

Performs any combination of the following tasks to maintain hotel premises in clean and orderly manner.

JOB DUTIES:

1. Move and arrange furniture.
2. Turn mattresses.
3. Hangs draperies.
4. Dust venetian blinds.
5. Polish metalwork.

Functional Competencies

Things Light Physical Strength Intermittent Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

DAY WORKER (301.687-014)

Performs any combination of the following domestic duties, in accordance with employer's instructions.

JOB DUTIES:

1. Clean and dust furnishings, hallways, and lavatories.
2. Change and make beds.
3. Wash and iron clothing by hand or machine.
4. Watch children to keep them out of mischief.
5. Wash windows and wax and polish floors.

Functional Competencies

Things/People   Light Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

DISPENSARY ATTENDANT (339.687-010)
ALSO SUPPLY CLERK; STOREKEEPER

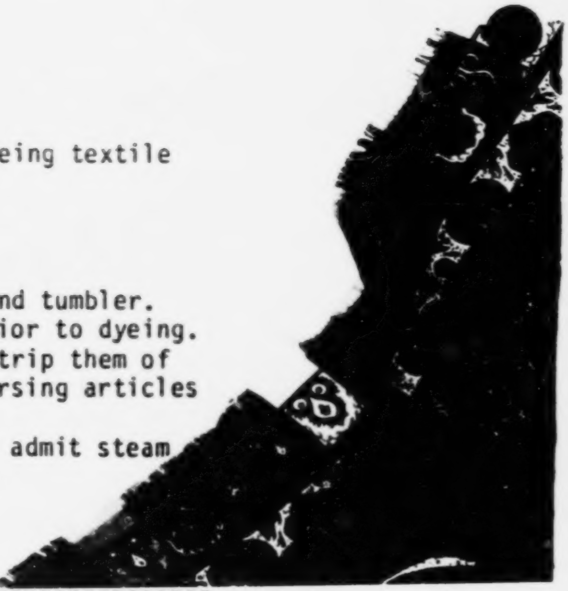
Dispenses supplies in beauty parlor or barber shop.

JOB DUTIES:

1. Counts, sorts, issues and collects articles, such as towels, drapes, combs, brushes, curlers and nets.
2. Wash combs and brushes in antiseptic soap solution and place them in sterilizing cabinet.
3. Dilute concentrated shampoo, rinses, and waving solutions with water according to instructions.
4. Dissolve cake soap in water to make shampoo.
5. Assemble materials, solutions and equipment specified for individual treatment, such as facial, permanent wave, and manicure.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Intermit People Interaction   High Perceptual Discrimination



DRYER ASSISTANT (364.687-010)

ALSO DYER HELPER; DYE-ROOM HELPER

Performs any combination of following tasks in dyeing textile products, such as garments, rugs, and drapes.

JOB DUTIES:

1. Load and unload dyeing machines, extractor, and tumbler.
2. Scrubs rugs with handbrush, soap and water prior to dyeing.
3. Bleach articles, under direction of Dyer to strip them of original colors preparatory to dyeing by immersing articles in vat.
4. Spread rug over steamtable and turn valves to admit steam through table and into rug, when dyeing rugs.
5. Check rugs for tears or loose threads.

Functional Competencies

Things Medium Physical Strength Intermit Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

FIRE-EXTINGUISHER-SPRINKLER INSPECTOR (379.687-010)

Performs any combination of the following tasks.

JOB DUTIES:

1. Inspects and tests sprinkler valves.
2. Inspects pipes, hoses and hose houses of fire apparatus in plants, offices, apartment buildings, and similar structures.
3. Fills out inspection report on condition of valves, pipes, tanks, pumps, and alarms for superiors sand customers.
4. Maintains records.
5. Provides information to customers on request.

Functional Competencies

Data/Things Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-Sixth
Intermittent People Interaction High Perceptual Discrimination

FIXTURE RELAMPER (389.687-018)
ALSO LIGHT-FIXTURE SERVICER; FLUORESCENT LAMP REPLACER;
LIGHT-BULB REPLACER; LIGHT CLEANER

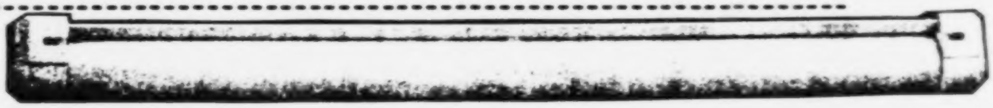
Replaces electric light fixture parts, such as bulbs, fluorescent tubes, and starters.

JOB DUTIES:

1. Repairs fixture parts, such as switches and sockets, using handtools.
2. Clean fixtures and lamps, using soap, water and rags.
3. Requisitions and keeps supply of bulbs, tubes, and replacement parts.
4. Carries and climbs step-ladders.
5. Maintains tools and materials for job.

Functional Competencies

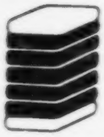
Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination



FOLDER (369.687-018)
ALSO SHIRT FOLDER; WEARING-APPARELL FOLDER

Folds fluff-dried or pressed laundry, such as shirts, towels, uniforms, and jackets.

JOB DUTIES:



1. Shake out, smooth, fold, sort and stack wash according to identification tags.
2. Inspect pressed laundry for holes or tears, and separaates defective articles for transfer to repair department.
3. Fold laundry, preparatory to wrapping, for delivery to customer.
4. Fold pressed shirts around cardboard forms and insert in plastic bags.
5. May attach missing buttons to articles, using button-sewing machine or button-attaching machine.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

GARDENER (301.687-018)
ALSO YARD WORKER

Performs any combination of the following duties, in accordance with instructions of employer, to keep grounds of private residence in neat and orderly condition.

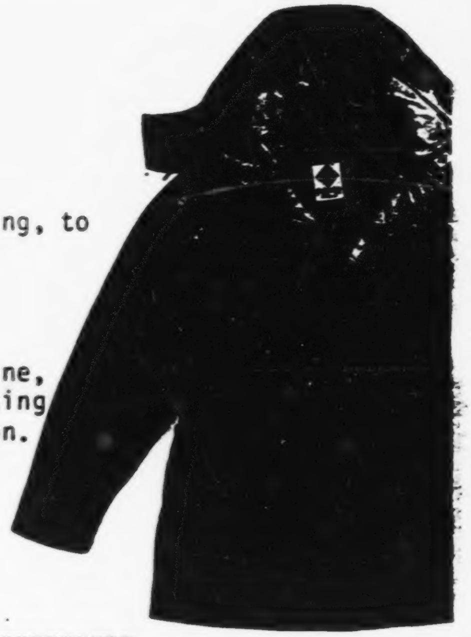
JOB DUTIES:

1. Plant, transplant, fertilize, spray with pesticides; prunes, culvitates and waters flowers, shrubbery and trees.
2. Seed and mow lawns, rakes leaves, and keeps ground free of other debris.
3. Whitewashes or paints fences.
4. Washes and polishes automobiles.
5. Clean patio furniture and garage.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GARMENT EXAMINER (369.687-022)
ALSO INSPECTOR; SEWING INSPECTOR



Inspects garments or articles after cleaning and finishing, to verify items meet company standards.

JOB DUTIES:

1. Return articles having wrinkles, double creases, shine, spots, tears, broken seams, missing buttons, or missing to pressing, spotting, or repair units for correction.
2. Folds and hangs garments.
3. Cleans or removes minor spots.
4. Sorts garments.
5. Fastens tag on garment to identify problem area.

Functional Competencies

Things Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GLOVE CLEANER (362.687-010)

Cleans leather gloves with cleaning solvents, using hand brush.

JOB DUTIES:

1. Soak gloves in vessel containing cleaning solution.
2. Lay soaked gloves on worktable and brush gloves with handbrush until clean, observing texture of leather and controlling pressure on brush to avoid damage (scuffing) to leather.
3. Clip gloves to hanger or fit gloves on heated form to dry.
4. May immerse white gloves in solution to prevent yellowing.
5. Dye gloves or jackets following customer's specifications.

Functional Competencies

Things Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GLOVE FINISHER (363.687-010)

ALSO GLOVE PRESSER; GLOVE TURNER AND FORMER; IRONER;
LAYER-OFF; GLOVE FORMER

Pulls gloves over heated, hand-shaped form and smooths with hands, cloth or brush to shape and press gloves.

JOB DUTIES:

1. Press thick portion of heavy gloves by beating finger tips and seams with wooden block.
2. Smooth glove between fingers (crotch) by pulling rake (prolonger BAR) over gloved form.
3. Examine glove while pressing to detect defects.
4. May turn seams inside.
5. Sew ripped seams and small tears by hand.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GRAVES REGISTRATION SPECIALIST (355.687-014)

Collects and identifies remains of deceased military personnel, both buried and unburied, and evacuates bodies to rear area for buriel activities.

JOB DUTIES:

1. Search battlefields and other areas for unburied dead and for isolated and unmarked graves.
2. Exhume bodies of buried dead.
3. Examine immediate area for identification items, such as dog tags, watches, and similar personal effects.
4. Transports remains and personal effects to rear area.
5. Takes fingerprints, skeletal X-rays, and prepares teeth chart to aid in identifying remains.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAND-SPRAY OPERATOR (379.687-014)

ALSO MOSQUITO SPRAYER; SANITARIAN; SPRAYER, INSECTICIDE

Sprays marshland, drainage ditches, or catch-basins with insecticide, using portable compressed-air spray tank, to control breeding of mosquitoes.

JOB DUTIES:

1. Remove blockage from area being sprayed, using pick and shovel, to facilitate drainage.
2. Drive truck equipped with gasoline-powered fogger to spray insecticide over designated areas.
3. Place poison bait in storm sewers and ditches to exterminate rodents.
4. Mixes chemical insecticides.
5. Follows safety precautions while spraying.

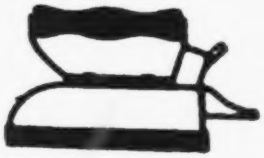
Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

IRONER (302.687-010)

Dampens and irons wearing apparel, household linens, and other household articles with hand iron.

JOB DUTIES:



1. Use electric ironing machine.
2. Be employed on an hourly basis.
3. Reports any tears in garment.
4. Folds and stacks ironed apparel.
5. May carry boxes of wearing apparel.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

IRONER, SOCK (363.687-014)
ALSO SOCK-AND-STOCKING IRONER; SOCK DRIER; SOCK FOLDER

Pulls socks and stockings over heated metal forms to dry and finish them.

JOB DUTIES:

1. Fold and stack the ironed socks and stockings.
2. Cover small hole with adhesive cloth patch.
3. Apply heat to secure patch to fabric of sock.
4. Maintains water level in iron and supply of patches.
5. Discards torn socks.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LINEN GRADER (361.687-022)

Grades laundered towels and similar linens according to quality, condition, and kind of item.

JOB DUTIES:

1. Tie them into bundles of specified size or number of articles.
2. Record contents of each bundle.
3. Store bundles in bins for delivery to customers of linen-rental service.
4. Moves bundles to delivery truck.
5. Removes torn towels.

Functional Competencies

Things Light Physical Strength Intermit Man Dexterity
Math Level-Third Reading Level-Third
Intermit People Interaction High Perceptual Discrimination

PALLBEARER (359.687-010)

Acts as one of group to carry casket from mortuary to place of funeral service and interment.

JOB DUTIES:

1. Dresses appropriately for job.
2. Maintains demure interpersonal mannerisms.
3. Assists in carrying floral arrangements.
4. Provide courtesy services (i.e. open-close vehicle doors).
5. Assist patrons as needed.

Functional Competencies

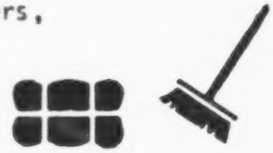
People Light Physical Strength Minimal Manual Dexterity
Math Level-None Reading-None
Continuous People Interaction Low Perceptual Discrimination

PATCH WORKER (381.687-030)

Performs any combination of the following duties.

JOB DUTIES:

1. Sweeps floors of cotton-bale compressing plant.
2. Gathers loose cotton from floor.
3. Carries or transfers light equipment to various workers, using handtruck.
4. Assists in general janitorial duties.
5. Performs job duties as assigned.



Functional Competencies

Things/People Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

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RUG-DYER HELPER (364.687.014)

Performs any combination of following duties to dye and dry carpets and rugs.

JOB DUTIES:

1. Sews scrap material onto odd shaped rugs to facilitate handling during dyeing process.
2. Hangs rug over roller of dyeing machine and stitches ends together with needle and twine so that rug can be immersed in solution when roller is turned.
3. Observe rug during dyeing process and keep rug straight on roller.
4. Lift rug with power hoist to drain off excess solution.
5. Move rug to washing platform, using handtruck.

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

RUG INSPECTOR (369.687-030)

Examine cleaned rugs for imperfect workmanship such as inadequate cleaning, failure to remove spots or stains, and faulty brushing of pile.

JOB DUTIES:

1. Return imperfect rugs to workers responsible for defects.
2. Roll completed rugs by hand or guides rug into rug-rolling machine.
3. May measure and calculate areas of rugs for billing purposes.
4. Removes small spots or stains.
5. Tags area of rug with defect.

Functional Competencies

Things/People Heavy Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Intermittent People Interaction Medium Perceptual Discrimination

SHAKER, WEARING APPAREL (361.687-026)

Performs any combination of the following tasks.

JOB DUTIES:

1. Shakes out semidry wearing apparel to prepare it for ironing, sorting, or folding.
2. Inspect articles for tears or missing buttons.
3. Route damaged articles to repair department.
4. Sort, fold, and stack articles on handtrucks or hangs them on moving conveyor.
5. Starch shirt collars and cuffs.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SILVER WRAPPER (318.687-018)

Performs one or a combination of the following tasks.

JOB DUTIES:

1. Spread silverware on absorbent cloth to remove moisture.
2. Wrap individual place settings in napkins.
3. Insert silverware in plastic bag with prescribed accessory condiments, and close bag with electric sealer.
4. Immerse silverware in cleaning solution to remove soap stains before wrapping.
5. Place tarnished and bent eating utensils aside.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

TERMITE-TREATER HELPER (383.687-010)
ALSO EXTERMINATOR HELPER, TERMITE

Assists Exterminator in treating termite-infested buildings.

JOB DUTIES

1. Dig around foundations to be chemically treated.
2. Dig ditches for forms, using pick and shovel.
3. Carry lumber, building materials, and tools to worksite.
4. Crawl underneath buildings to remove debris prior to spraying.
5. Clean worksite after completion of job.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WASHER, HAND (361.687-030)

Washes articles, such as curtains, table linens, and lingerie by hand.

JOB DUTIES:

1. Soaps and rub articles, and rinses them in chemical solutions and clear waster.
2. Extract excess moisture with hand wringer or tends small extractor.
3. Hang articles on racks to dry.
4. Immerse articles in tint or dye solutions to restore color.
5. Wash and card blankets.

Functional Competencies

Thngs Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WAXER, FLOOR (381.687-034)

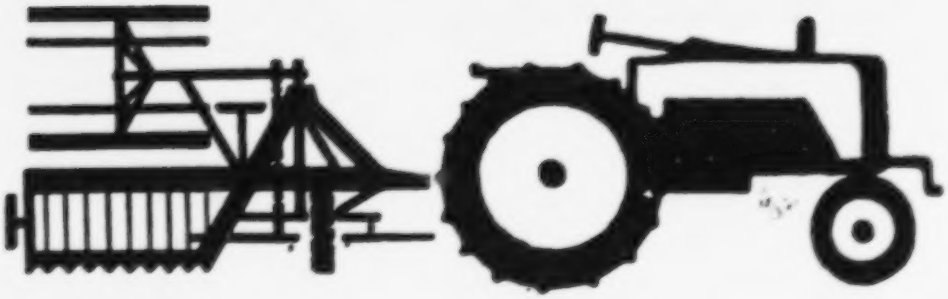
Cleans, waxes, and polishes floors by hand or machine.

JOB DUTIES:

1. Remove dirt and blemishes from floor, using various cleaning solvents and compounds, according to composition of floor.
2. Apply paste or liquid wax to floor with rags or machine.
3. Polish floor with electric polishing machine or weighted brush.
4. Moves and replace furniture.
5. Dispose of rags and used cleaning materials.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination



AGRICULTURE, FORESTRY & FISHERY

OCCUPATIONS

BEAN-SPROUT WORKER (405.687-014)

ALSO GRASS-FARM LABORER; GREENHOUSE WORKER; NURSERY LABORER; ROSE-FARM LABORER; MUSHROOM LABORER; HORTICULTURAL WORKER

Performs any combination of following duties concerned with preparing soil and growth media, cultivating and otherwise participating in horticultural activities under close supervision on acreage, in nursery or in environmentally-controlled structure, such as greenhouse and shed.

JOB DUTIES:

1. Haul and spread topsoil, fertilizer, peat moss and other materials to condition land.
2. Dig, rake, and screen soil and fill cold frames and hot beds to prepare them for planting.
3. Fill growing tanks with water.
4. Plant, spray, week and water plants, shrubs and trees.
5. Sow grass seed and plant plugs of sod and cuts, roll and stacks sod.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BRUSHER (459.687-010)

ALSO LABORER, BRUSH CLEARING; SWAMPER

Performs any combination of the following tasks.

JOB DUTIES:

1. Cuts trees, brush, and other, using chainsaw, ax, brush-hook and other handtools to clear land for construction, forestry, logging or agriculture activities, to remove infestation, or to control growth along utility, highway or railroad right-of-way.
2. Piles brush for burning or load onto trucks.
3. Feed brush into shredding or chipping machine.
4. Maintains tools in working conditions.
5. Follows safety standards working along hazardous highways and falling trees.

Functional Competencies

Things Heavy Phys Strength Continuous Manual Dexterity
Math Level-None Reading-None
Minimal People Interaction Medium Perceptual Discrimination

CAMPGROUND CARETAKER (406.687-010)

ALSO GROUNDSKEEPER, PARKS AND GROUNDS; PARK WORKER

Keeps grounds of city, State or national park and playgrounds clean and repairs building and equipment.

JOB DUTIES:

1. Mows lawns, using hand mower or power-driven lawnmower.
2. Grubs and weeds around bushes, trees and flower beds and trims hedges.
3. Picks up and burn or carts away paper and rubbish.
4. Repair and paint benches, tables, guardrails and assists in repair of roads, walks, buildings and mechanical equipment, using handtools.
5. Clean comfort stations and other buildings.

Functional Competencies

Things   Medium Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

CARROT GRADER-INSPECTOR (409.687-010)

ALSO INSPECTOR GRADER, AGRICULTURAL ESTABLISHMENT; ROSE GRADER; TOBACCO GRADER; WATERMELON INSPECTOR

Inspects and grades agricultural products, such as carrots, rose bushes, strawberry plants, and tobacco, in field or shed, according to marketing specifications.

JOB DUTIES:

1. Estimates weight of product visually and by feel.
2. Verify count.
3. Looks at, feels and smells product, as required by its nature, to determine grade and identify substandard products.
4. Place rejected products and individual grades of products in designated piles, containers or areas.
5. Pay harvest hands.

Functional Competencies

Things/People   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Intermittent People Interaction   High Perceptual Discrimination

CASCARA-BARK CUTTER (453.687-010)

ALSO FOREST-PRODUCTS GATHERER; DECORATIVE GREENS CUTTER; MEDICINAL-PLANT PICKER; MOSS PICKER; SEED-CONE PICKER

Gathers decorative greens, medicinal plants and bark, tree cones, moss, or other wild plant life from forest by hand or using handtools, such as pruning shears, knife, or shovel.

JOB DUTIES:

1. Bundle or sack products and deliver them to buyer.
2. Climb trees to reach cones and boughs, using climbing belt and climbing spurs.
3. Follows safety standards when climbing.
4. Sort gathered plant life by size or species.
5. Drives vehicles.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

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CHAINSAW OPERATOR (454.687-010)

Operates chainsaw to trim and remove forestry products.

JOB DUTIES:

1. Trims limbs, tops and roots from trees.
2. Saws logs to predetermined lengths, using chainsaw, preparatory to removal from forest or processing into wood products.
3. Measure and mark logs for sawing.
4. Maintains equipment in good order.
5. Follows safety standards.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CHICK GRADER (411.687-010)
ALSO POULTRY CULLER

Grades baby chicks according to appearance and separates healthy from deformed or diseased chicks.

JOB DUTIES:

1. Examine baby chicks for curled toes, blindness, misshaped beaks, discolored downs, and abdominal rigidity.
2. Examine chicks for symptoms of disease, such as bronchitis and navel infection.
3. Segregates healthy from diseased or deformed chicks.
4. Place diseased chicks in incinerator.
5. Press beak of chicks.

Functional Competencies

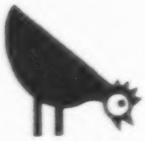
Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CHICK SEXER (411.687-014)

Examine chick genetilia to determine their sex.

JOB DUTIES:

1. Turn back skin fold of external cloacal opening.
2. Insert illumination viewer into cloaca to observe genitals.
3. Place chicks into boxes according to sex.
4. Mark content data on boxes of segregated chicks.
5. May keep count of chicks by sex.



Functional Competencies

Things Light Physical Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CHRISTMAS-TREE FARM WORKER (451.687-010)

Plants, cultivates, and harvests evergreen trees on Christmas-tree farm.

JOB DUTIES:

1. Remove brush, ferns and other growth from planting area, using mattock and brush-hook.
2. Plant seedlings, using mattock or dibble.
3. Scatter fertilizer pellets over planted areas by hand.
4. Shear tops and limb tips from trees, using machete and pruning shears, to control growth, increase limb density and improve shape.
5. Select trees for cutting according to markings or size specie and grade, and fells trees, using ax or chainsaw.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHRISTMAS-TREE GRADER (451.687-014)

Grades and tags trees in sorting yard of Christmas-tree farm.

JOB DUTIES:

1. Gages height of tree, using marked increments on conveyor-belt.
2. Turns tree, examines limbs and foliage for color and growth pattern, and determines grade according to standards charts.
3. Staple color-coded grade tags to tree limbs, using hand stapler.
4. Keeps record of strees tagged.
5. Maintains tags and stapler.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

CLAM-BED LABORER (446.687-014)

ALSO LABORER, AQUATIC LIFE; FISH HATCHERY LABORER; OYSTER-BED LABORER; SHRIMP POND LABORER

Performs any combination of the following tasks related to cultivating, growing, and harvesting or gathering shellfish, finfish, amphibians, and other marine life.

JOB DUTIES:

1. Stake or fence ponds and growing areas following specified pattern to lay out planting bed.
2. Sow spat on sea bottom and covers with sand and shell mixture.
3. Patrol shrimp ponds and tidal pens on foot or by motorboat to detect presence of predators.
4. Transfers finfish from tanks to rearing ponds, using dip net.
5. Scatter food over growing area by hand or using blower.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLAM SORTER (446.687-010)

Performs any combination of the following tasks.

JOB DUTIES:

1. Remove marketable clams from conveyor belt or from pile on deck of clam-harvesting dredge.
2. Deposit them in containers.
3. Dump clams from containers onto worktable or deck.
4. Sort and pack them in containers for shipping according to species.
5. Assist Shellfish Dredge Operator in adjustment, repair, and maintenance of dredge and conveyor equipment, using handtools.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DEBEAKER (411.687-026)

ALSO POULTRY DEBEAKER

Trims and sears beaks, toes, and wings of baby chicks to prevent injury and flight.

JOB DUTIES:

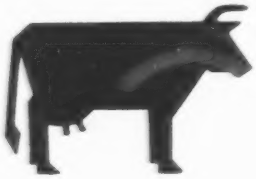
1. Insert chick's beak in guide hole of heated trimmer and depresses pedal to cut off.
2. Sear tip of beak or trims and sears chick's beak, using heated hand shears.
3. Trim and sear chick's toes and wings by pressing them against hot wire.
4. Keeps work area clean.
5. Maintains equipment.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FARM LABORER (421.687-010)

ALSO FARMWORKER, GENERAL



Performs variety of manual, animal-and-crop-raising tasks on general farm under close supervision.

JOB DUTIES:

1. Feed and water cattle, poultry and pets.
2. Clean barns, stables, pens, and kennels, using rake, shovel, water and other cleaning materials.
3. Dig seedlings, such as tobacco plants, strawberries, tomatoes, and orchard trees, using hoe, and transplants them by hand.
4. Shovel earth to clear irrigation ditches and open sluice gates to irrigate crops.
5. Clean plows, combines, and tractors, using scraper and broom.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FARMWORKER, COTTON (404.687-010)

ALSO HOPS FARMWORKER; TOBACCO FARMWORKER; FIELD CROP

Plants, cultivates, and harvests field crops, such as cotton, hops and tobacco, working as crew member.

JOB DUTIES:

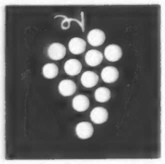
1. Plant seeds or digs up and transplants seedlings and sets, using handtools such as hoes and scoops.
2. Chop out weeds, thins plants to leave sturdier plants spaced at regular intervals, and hills up soil around plant roots to retain moisture and protect roots from temperature extremes, using hoe.
3. Cut vines from trellis, using knife, or pulls leaves from stalks to harvest crop.
4. Stack or pack crop in containers and load containers on trucks or wagons.
5. May propogate plants in covered cold-frame beds and pull up seedlings to be transplanted.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

FARMWORKER, BERRY (403.687-010)

ALSO FARMWORKER, CRANBERRY; LABORER, ORCHARD; LABORER, VINEYARD



Performs any combination of following tasks involved in planting, cultivating, and harvesting fruits and nuts, such as cranberries, apples, and pecans, according to instructions from supervisor or farmer.

JOB DUTIES:

1. Till soil, plant stock, prune trees and bushes, and removes suckers and runners from vines and plants, using tools such as shovels, hoes, tampers, pruning hooks and shears.
2. Spray plants with prescribed herbicides, fungicides, and pesticides to control diseases and insects.
3. Remove blossoms and thins fruit to improve fruit quality.
4. Harvests fruit.
5. May light smudge pots and torches or start wind machines that heat and circulate air about crop during cold weather to minimize frost damage.

Functional Competencies

Things Light Physcial Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FARMWORKER, DIVERSIFIED CROPS (407.687-010)

Performs any combination of following manual duties involved in planting, cultivating, and harvesting crops on diversified-crop farm, such as wheat, onion and sugar-beet farm and tomato and sweet-potato farm.

JOB DUTIES

1. Rides on planter and brushes debris from furrow-plowing spouts.
2. Plants roots and bulbs, using hoe or trowel.
3. Transplants seedlings, using hand transplanter.
4. Cover plants to protect them from weather, using sheets or caps of treated cloth or paper.
5. Weed and thin plants, using hoe or spoon-shaped tool.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FARMWORKER, GRAIN (401.687-010)

Performs variety of manual tasks appropriate for grain crop being cultivated and harvested.

JOB DUTIES:

1. Cultivate and thin crops, using hoe.
2. Remove undesirable and excess growth, such as tassels, suckers, and weeds, by hand.
3. Carry supplies, such as bats and baling wires, to workers in fields.
4. Clear irrigation ditches, using shovel.
5. Load and unload trucks.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Medium Perceptual Discrimination

FARMWORKER, VEGETABLE (402.687-010)

ALSO GARDEN WORKER; LABORER, VEGETABLE FARM; VEGETABLE WORKER

Plants, cultivates, and harvests vegetables, working as crewmember.

JOB DUTIES:

1. Dumps seed into hopper of planter towed by tractor.
2. Rides on planter and brushes debris from seed spouts that discharge seeds into plowed furrow.
3. Plant roots and bulbs, using hoe or trowel.
4. Cover plants with sheet or caps of treated cloth or paper to protect plants from weather.
5. Weed and thin blocks of plants, using hoe or spoon-shaped tool.

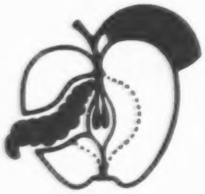
Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FIELD INSPECTOR, DISEASE AND INSECT CONTROL

Inspects fields to detect presence of noxious insects and plant diseases, applying knowledge of identifying characteristics of insects and diseases.

JOB DUTIES:



1. Walk through fields, following standard sampling patterns, and examines plants at periodic intervals to detect presence of insects or diseases.
2. Count numbers of insects on examined plants or number of diseased plants within sample area.
3. Record results of counts onto field work sheet.
4. Collect samples of unidentifiable insects or diseased plants for identification by supervisor.
5. Maintains records for study over time.

Functional Competencies

Things/Data Light Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

FIG CAPRIFIER (403.687-014)

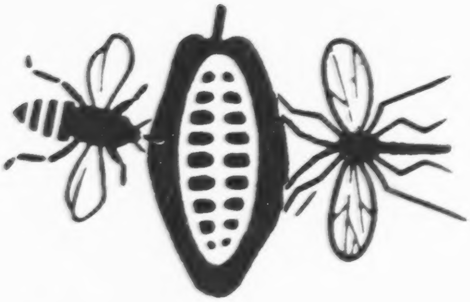
Facilitates pollination of fig trees.

JOB DUTIES:

1. Select and pick mature figs which contain wasps or other small insects and place figs in hamper.
2. Transfer figs from hampers to containers attached to infertile trees where wasps and other insects grow to maturity and expedite pollination.
3. Keeps hamper boxes clean.
4. Transports boxes to different location of fig orchard.
5. Maintains safety procedure to avoid wasp bites.

Functional Competencies

Things Light Physical Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination



FIRE CREW WORKER (452.687-014)

ALSO FOREST-FIRE FIGHTER; SMOKE EATER; SUPPRESSION CREW LEADER

Suppresses forest fires, working alone or as member of crew.

JOB DUTIES:

1. Fells trees, cuts and clears brush, digs trenches and extinguishes flames and embers to contain or suppress fire, using ax, chainsaw, shovel and hand-or-engine-driven water pumps.
2. Patrol burned areas after fire to watch for hot spots that may restart fire.
3. Lead and direct fire-fighting activities of a crew of workers.
4. Maintains safety gear and cloths, follows safety procedures.
5. Operates forest-fighting equipment, back packs, nozzles, etc.

Functional Competencies

Things/People   Medium Phys Strength   Intermit Man Dexterity
Math Level-None   Reading Level-None
Intermit People Interaction   Medium Perceptual Discrimination

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HAZARDOUS

FISH-BAIT PICKER (413.687-010)

ALSO WORM PICKER

Gathers worms to be used as fish bait.

JOB DUTIES:

1. Walks about grassy areas, such as gardens, parks, and golf course after dark and picks up earthworms (commonly called dew worms and night crawlers).
2. Sprinkle chlorinated water on lawn to cause worms to come to surface.
3. Locate worms by use of lantern or flashlight.
4. Sort worms and pack them in containers for shipment.
5. Transports worms to vendors.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

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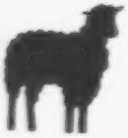
FLEECE TIER (410.687-010)
ALSO SHEEP SHEARER

Folds and ties wool fleece into bundle for sacking or grading.

JOB DUTIES:

1. Remove heavy tags, dung locks, and badly stained wood from fleece.
2. Spread fleece on floor with hide side up.
3. Fold loose ends inside and roll fleece into compact bundle, tying bundle with twisted wool or paper twine.
4. Toss bundle aside for sacking or grading.
5. May shear sheep.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FLOWER PICKER (405.687-010)

Harvests flowers, such as daffodils and tulips, working as member of crew.

JOB DUTIES:

1. Pinch or cut flower stem to remove flower from plant.
2. Bundle specified number of stems, using rubberband.
3. Carry bundles to collection box.
4. Selects flowers according to type and maturity.
5. Performs other duties as assigned such as driving truck.

Functional Competencies

Things/People Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FOREST WORKER (452.687-010)

Performs variety of tasks to reforest and protect timber tracts and maintain forest facilities, such as roads, and campsites.

JOB DUTIES:

1. Plant tree seedlings in specified pattern, using mattock, planting hoe, or dibble.
2. Cut out diseased, weak, or undesirable trees, and prune limbs of young trees to deter knot growth, using handsaw, powersaw, and pruning tools.
3. Fells trees, clears brush from fire breaks and extinguishes flames and embers to suppress forest fires, using chainsaw, shovel, and engine-driven or hand pumps.
4. Clear and pile brush, limbs, and other debris from roadsides, fire trails, and camping areas, using ax, mattock, or brush hook.
5. Spray or inject trees, brush and weeks with herbicides, using hand or powered sprayers or tree injector tool.

Functional Competencies

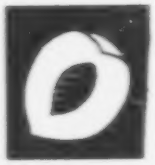
Things   Heavy Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

FRUIT PICKER (403.687-018)
ALSO HARVEST WORKER, FRUIT

Harvests fruits and nuts, such as cherries, strawberries, grapes, oranges and pecans, according to method appropriate for the type of fruit, by hand or using tools, such as shears, rubber mallet, pronged scoop or hooked pole.

JOB DUTIES:

1. Carry and position work aids, such as ladders, canvas drop-cloths and buckets.
2. Select fruit to be harvested, according to size, shape, and color.
3. Grasps, twists, and pull fruit, snip stems, and shake trees and vines to separate crop from plant and place fruit into bags, buckets, or trays, exercising care to avoid plant and fruit damage.
4. Empty filled containers into collection boxes and bins.
5. May stand on ladders or elevated platforms, stoop over plants, or crawl along rows to reach fruit.



Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

GOAT HERDER (410.687-014)

Attends herd of goats.

JOB DUTIES:

1. Herds goats from corral to fresh pastures.
2. Assists does during kidding season.
3. Feeds dogs used for herding.
4. Keeps herd from straying.
5. Determines when to move to new pastures.

Functional Competencies

Things Light Phys Strength Intermittent Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HARVEST WORKER, FIELD CROP (404.687-014)

Harvests field crops, such as broomcorn, cotton, hops, peanuts, sugar-cane and tobacco, working as crewmember.

JOB DUTIES:

1. Walks, stoops, crawls or sits between plant rows to reach harvestable crop.
2. Pulls, twists, or cuts fibers, leaves, stalks, straw, or vines selected according to color, size and shape, from bolls, roots, stalks, or trellises; by hand hand or using knife, machete, or sickle.
3. Collect crop into containers, such as bags, boxes, and bundles, or piles and stacks crop in windrows.
4. Pick up and carry bundles, bales, containers, or stacks of harvested crop to collection point.
5. Load crop onto truck or wagon, by hand or using hoist or hooks.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

HARVEST WORKER, VEGETABLE (402.687-014)

Harvests vegetables, such as cucumbers, onions, lettuce and sweet corn, by hand or using knife, according to method appropriate for type of vegetable.

JOB DUTIES:

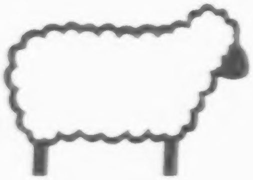
1. Ascertains picking assignment from supervisor and places work aids, such as buckets and tie wires, in assigned area.
2. Pick vegetable from plant, pull vegetable from plant or soil, or cut vegetable from stem or root.
3. Put vegetables in containers or lay bunches of vegetable along row for collection.
4. Carry containers or armloads of bunched vegetables to collection point.
5. Load vegetables on trucks or field conveyors.

Functional Competencies

Things Light Phys Strength Continuous Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HERDER (410.687-022)

ALSO SHEEP HERDER; MUTTON PUNCHER; SHEPHERD



Attends sheep flock grazing on range.

JOB DUTIES

1. Herd sheep and round up strays using trained dogs.
2. Bed down sheep near evening campsite.
3. Guard flock from predatory animals and from eating poisonous plants.
4. Drenches sheep.
5. May assist in lambing, docking, and shearing.

Functional Competencies

Things Light Phys Strength Intermittent Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HOER (409.687-018)
ALSO WEEDER-THINNER

Weeds or thins crops, such as tobacco, strawberries, sugar beets, and carrots, by hand or using hoe.

JOB DUTIES:

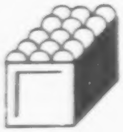
1. Break up soil around each plant.
2. Pull or cut out weeds and surplus seedlings.
3. Groove dirt along row to facilitate irrigation, and mound dirt around plants to protect roots.
4. Wears safety mask or keeps distance when plants are chemically sprayed.
5. Maintains tools.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

INCUBATOR HELPER (411.687-022)
ALSO LABORER, POULTRY HATCHERY; HATCHERY HELPER

Performs any combination of the following duties in a poultry hatchery.



JOB DUTIES:

1. Places eggs in incubator trays, wads paper between eggs to secure them, and clips trays to incubator racks.
2. Transfer trays from incubator to hatchery and removes paper wads from between eggs to make room for hatching chicks.
3. Transfer hatched chicks from trays to chick boxes and counts out prescribed number of chicks to each box section.
4. Supply baby chicks to other workers for sexiing, grading and debeaking.
5. May deliver cartons of chicks to designated farms or commercial growing establishments, using truck.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

IRISH-MOSS BLEACHER (447.687-014)

Bleaches Irish moss, gathered by Irish-Moss Gatherer by pouring buckets of salt water over moss in tubs.

JOB DUTIES:

1. Spreads moss along beach to dry and bleach.
2. Maintains supply of salt water.
3. Rakes or piles moss after bleaching.
4. Maintains wooden tubs.
5. May transport bleached Irish moss.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

IRRIGATOR, GRAVITY FLOW (409.687-014)

Irrigate field and row crops, using any of the following gravity-flow methods.

JOB DUTIES:

1. Lift gate in side of flooded irrigation ditch, permitting water to flow into bordered section of field.
2. Shovel and pack dirt in low spots of embankment or cut trenches in high areas to direct water-flow.
3. Close gate in ditch when bordered section is flooded.
4. Remove plugs from portholes in pipes or wooden tunnels set in embankment at end of rows and observe water flowing through them.
5. Remove obstructions from rows and build up edges of rows with dirt.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

KELP CUTTER (447.687-022)

Gathers kelp from sea bottom, using mower (cutter equipped with oscillating knives).

JOB DUTIES:

1. Lower mower into water from kelp-harvesting boat, and start mower to cup kelp.
2. Attach grabhook of winch to kelp after kelp is dropped into bow of boat during harvesting so that kelp can be pulled back to keep load evenly distributed as kelp accumulates in boat.
3. Keeps mower blades clean and sharp.
4. May shovel kelp into piles.
5. Operates small boat.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, BROODER FARM (411.687-018)

ALSO LABORER OF CHICKEN FARM; LABORER, EGG-PRODUCING FARM; LABORER, FRYER FARM; LABORER, PULLET FARM; LABORER, TURKEY FARM

Performs any combination of the following duties on poultry.

JOB DUTIES:

1. Catch chickens and place them in crates and poultry houses.
2. Spray disinfectants or vaccines on chickens or in poultry houses.
3. Spread wood shavings over floor, using shovel.
4. Clean droppings and waste from floor, using broom and shovel, backhoe, or manure-cleaning machine.
5. Dump sacks of feed on conveyors and in feeders in brood houses.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Read Level-None
Minimal People Interaction Low Perceptual Discrimination

LABORER, LANDSCAPE (408.687-014)

Moves soil, equipment, and materials, digs holes, and performs related duties to assist Landscape Gardener in landscaping grounds.

JOB DUTIES:

1. Dig holes and trenches with pick and shovel.
2. Plant and water sod and shubbery.
3. Mix and pour cement for garden borders and mows lawns.
4. Place stone and plant flowers in garden areas.
5. Haul topsoil in wheelbarow and spreads and levels soil, using rake.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, TANBARK (454.687-014)

Harvests tanbark, performing any combination of the following tasks.

JOB DUTIES:

1. Cuts limbs from felled trees, using chainsaw or ax.
2. Cuts rings and slits in bark, and strip bark from tree, using spud or ax.
3. Stack bark in ricks (piles), bark-side down.
4. Follows safety procedures for operating chainsaw.
5. Maintains ax and saws in working order.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, TREE TAPPING (453.687-014)

Perform any combination of following tasks to collect sugar, oleoresin, or other tree sap.

JOB DUTIES:

1. Cuts or bores tap in face of tree, using auger, ax hack (hook-shaped tool) or other handtool.
2. Insert spout or trough into tap and hangs or nails receptacle under tap.
3. Dump filled receptacles into collection barrel, tank, or similar container and transport to central collection point.
4. May gather scrape (hardened gum) at end of season, using hand scraper.
5. May rake leaves and other debris to clear trees for tapping and lessen fire hazard.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LOG MARKER (455.687-010)
ALSO MARKER

Marks logs in river or pond by one or more of the following methods to designate ownership, cutting origin, species, or intended use.

JOB DUTIES:

1. Brands each end of log with hammer or ax having raised characters on head.
2. Paints mark on ends of log, using spray can.
3. Chop or saw mark in bark near end of log.
4. Maintains ax and saw.
5. Follows safety procedures.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

OYSTER FLOATER (449.687-010)

Spreads freshly harvested oysters in shallow barge or float so constructed that water flows over oysters to afford temporary oyster storage. Oysters taken from beds exposed to sewage are usually "floated", in water of specified degree of salinity as designated by health authorities, until oysters are free of impurities.

JOB DUTIES:

1. Maintains consistent water flow.
2. Mixes fresh and salt water for proper degree of salinity.
3. Repairs oyster storage bins.
4. Removes mature oysters from trays.
5. Follows recommended procedures indicated by health authorities.

Functional Competencies

Things Medium Phys Strength Intermittent Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

PELTER (410.687-018)

ALSO SKINNER, PELTS

Skins small fur-bearing animals, such as foxes, weasels, mink, and muskrats, for their pelts, using skinning knife.

JOB DUTIES:

1. Follows standard procedures for skinning pelts.
2. Inspects and grades pelts into piles.
3. Maintains record of work completed.
4. Cleans up area disposing of bones.
5. Keeps skinning knives sharp.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SPONGE CLIPPER (447.687-026)

Cleans sponges of foreign particles, such as shells and coral fragments, and sorts sponges according to size for packing.

JOB DUTIES:

1. Clip torn or irregular parts from sponges, with shears.
2. Measure size of sponge, with go-not-go gage, and toss sponge into specified pile according to size.
3. Cut sponge into specified size, using serrated knife.
4. Cleans up area each day.
5. Maintains shears and knives in good working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

TRANSPLANTER, ORCHID (405.687-018)

Transplants orchids in greenhouse, according to specific instructions.

JOB DUTIES:

1. Slide meristem from jars of nutrient solution, or lifts plants from trays or pots.
2. Trims and cleans plant roots, using knife, tweezers, water and fungicide.
3. Spread pebbles and inert growth-media around roots, and sprinkles surface with water and fertilizer solution.
4. Record species code and planting date on plastic marker, and inserts marker in container.
5. Place planted orchids on designated greenhouse shelves.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

TREE PLANTER (452.687-018)

Plants seedling trees to reforest timber lands or Christmas tree farms.

JOB DUTIES:

1. Dig planting hole at predetermined spaced interval, using mattock-like tool or dibble.
2. Place seedling in hole and pack soil around plant, using foot or planting tool.
3. Follows layout of topography
4. May drive truck.
5. Maintains tools.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TREE PULLER (451.687-018)
ALSO SEEDLING PULLER

Harvests tree seedlings in forest nursery.

JOB DUTIES:

1. Walk along seedling tree rows, stoops, and pulls clump of seedlings from loosened soil.
2. Knock clumps together to dislodge soil and loosen roots.
3. Place seedlings in field trays.
4. Carries field trays to truck.
5. May drive truck.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TREE SORTER (451.687-022)
ALSO SEEDLING SORTER

Sorts tree seedlings in forest nursery.

JOB DUTIES:

1. Remove seedlings from field trays and separates them.
2. Compares root formation, stem development and foliage condition with standards chart and verbal instructions.
3. Discard substandard seedlings and place remainder on conveyor for baling.
4. Keeps nursery area clean, stacks field trays.
5. Follows instructions on standards for separating seedlings.

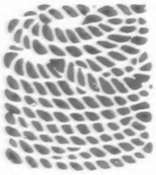
Functional Competencies

Things/Data Medium Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Intermittent People Interaction High Perceptual Discrimination

TREE-SURGEON HELPER (408.687-018)

Hands or hoists tools and equipment to Tree Pruner or Tree Surgeon.

JOG DUTIES:



1. Lowers pruned limbs and trunk sections, using ropes.
2. Section limbs, using saw.
3. Reduce sections to chips, using chipper.
4. Rake up debris and loads it on truck.
5. Follows safety procedures, wears hard hat, boots, etc.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

VINE PRUNER (403.687-022)

Prunes berry vines according to specific instructions.

JOB DUTIES:

1. Walk along berry-plant row and observe plant foliage to ascertain vines requiring pruning.
2. Cut away excessive vine-growth, using pruning knife and shears.
3. Piles pruned branches for disposal.
4. Follows instruction for amount of pruning.
5. Maintains sharp pruning knife.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

WOOL-FLEECE SORTER (410.687-026)

Performs a variety of tasks to separate good fleece and discard poor quality fleece.

JOB DUTIES:

1. Inspects fleece for dungy locks and badly discolored areas.
2. Segregates fleece in separate piles according to cleanliness of wool, preparatory to bundling or bagging.
3. May bundle fleece.
4. Keeps record of different grades of fleece.
5. Cleans up area after each work day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WORM-BED ATTENDANT (413.687-014)
ALSO WORM-FARM LABORER; WORM RAISER

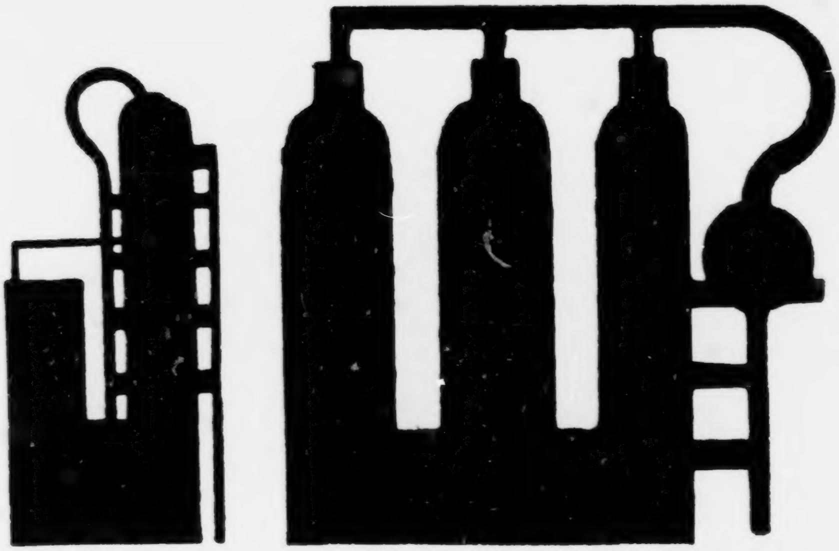
Mixes sand, loam, and specified organic materials to make growing media for breeding earthworms.

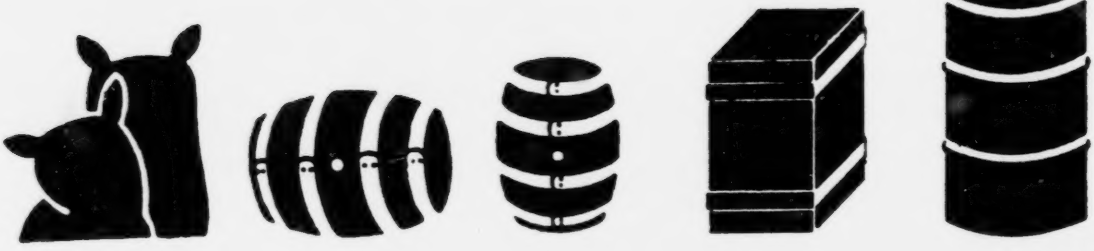
JOB DUTIES:

1. Dump media into growing tubs to breed earthworms.
2. Water and fertilize media during breeding and growing period.
3. Shovel worm-laden media onto screen and shakes screen to separate worms.
4. Counts earthworms.
5. Sort them according to size and pack them in containers.

Functional Competencies

Things/Data Medium Phys Strength Intermit Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination





INDUSTRIAL PROCESSING OCCUPATIONS

ACID CONDITIONER (511.687-014)

ALSO DUST-COLLECTOR TREATER; DUST-COLLECTOR HELPER; COTTRELL BLOWER; RAPPER

Assists Dust-Collector operator in collecting metallic dust particles from fumes of smelting copper ore.

JOB DUTIES:

1. Push switches to shut off electric current to precipitators.
2. Observe amount of dust accumulated on electrode pipes and plates.
3. Pull levers to start hammers that knock dust from electrodes into collecting chambers.
4. Open chamberdoors and blow down dust remaining in chamber using airhose.
5. Replace broken wires in precipitators, using pliers.

Functional Competencies

Things Light Physical Strength Intermittent Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-DUST****

ALMOND BLANCHER, HAND (521.687-010)

Observes blanched (skinned) almonds on conveyor belt, emerging from blanching machine.

JOB DUTIES:

1. Remove almonds with skins missed by machine.
2. Rub or squeeze almonds between fingers to remove skins.
3. May rub or squeeze skins from almonds that have been immersed in hot water and dumped into trays.
4. May occasionally lift boxes of almonds.
5. Stands for extended periods of time.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ALMOND SORTER (521.687-086)

ALSO NUT SORTER; PEANUT SORTER; HULL SORTER; NUT PICKER; NUT SIFTER; PICKING-BELT OPERATOR

Removes defective nuts and foreign matter from bulk nut meats.

JOB DUTIES:

1. Observe nut meats on conveyor belt.
2. Pick out broken, shriveled or wormy nuts.
3. Pick out leaves, rocks, foreign matter.
4. Place defective nuts and foreign matter into containers.
5. Stands for extended periods of time.

Functional Competencies

Things   Light Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

AMPOULE EXAMINER (559.687-010)

ALSO AMPOULE SEALER

Examines ampoules filled with liquid drug products for discoloration, flaws in glass, presence of foreign particles, and specified filling level.

JOB DUTIES:

1. Hold ampoule against light source and examines it.
2. Reject defective ampoules.
3. May hold ampoules alternately against black and white background to facilitate examination.
4. May count and record number of inspected units and place in containers.
5. May seal ends of ampoule, using bunsen burner and tweezers.

Functional Competencies

Things/Data   Light Physical Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

AMPOULE SEALER (599.687-014)

Seals ampoules filled with liquid drug products, preparatory to packaging.

JOB DUTIES:

1. Rotate neck of ampoule in flame of bunsen burner to melt glass.
2. Grip tip of ampoule, using tweezers.
3. Draw tip away from neck to seal ampoule as glass hardens.
4. Place sealed ampoule in basket for sterilization and inspection.
5. May hold unsealed ampoule against jet of inert gas to displace air.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ANIMAL EVISCERATOR (525.687-010)

ALSO BRUISE TRIMMER; LEAK PATCHER; WEASAND RODDER; BELLY OPENER; BUNG DROPPER; BUNG-OUT TIER; CAUL-FAT PULLER; GUT PULLER; GUT SORTER; LEAF-FAT SCRAPER; RABBIT DRESSER

Eviscerates cattle, hogs, lambs, and small animals performing any combination of the following tasks.

JOB DUTIES:

1. Slit body cavity of carcass.
2. Reach inside abdominal cavity and cut membranes holding intestines.
3. Insert spiral rod in gullet to sever gullet and windpipe from other neck tissue.
4. Cut bung from intestines and tie intestines, bladder, bung and gullet to prevent leakage of contents.
5. Cut out glands, ovaries, sweetbreads, liver, heart, lungs, kidneys, spleen and spermatic cord, place on conveyor, in containers or throw them down chute.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS

APPLIER (582.687-030)
ALSO TREATER; APPLICATOR

Coats curtains, drapes, and hangings with chemical solutions to render articles fireproof or flameproof.

JOB DUTIES:

1. Immerse article in vat containing chemical solution or sprays solution on article.
2. May mix chemicals.
3. May spray hangings at business establishments.
4. Keep record of work performed.
5. Maintains and replaces chemicals used.

Functional Competencies

Things/Data   Medium Physical Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Sixth
Minimal People Interaction   High Perceptual Discrimination

BAGGER (582.687-010)

Performs various steps readying hose for dyeing.

JOB DUTIES:

1. Counts specified number of undyed hose of same size and style.
2. Stretches hose for dyeing.
3. Places specified number of same size and style in bag.
4. Attaches identifying label to bag.
5. May roll hose into bag.

Functional Competencies

Things   Light Physical Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

BAIT PACKER (529.687-086)
ALSO FISH-EGG PACKER

Cleans and packs fish eggs for commercial purposes.

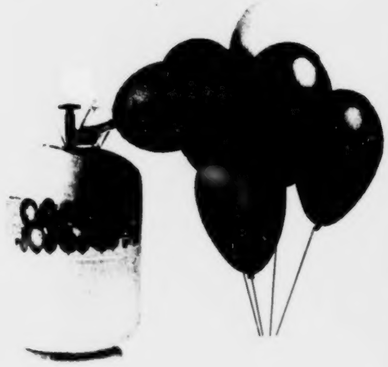
JOB DUTIES:

1. Rub clusters of eggs over screen of separate eggs according to size.
2. Dump eggs into vat of cleaning solution to remove blood.
3. Dump eggs into barrel of brine to cure eggs.
4. Shovel processed eggs into containers for shipment, or fill jars with eggs, using scoop.
5. Work as member of crew.

Functional Competencies

Things/People   Light Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Intermittent People Interaction   Low Perceptual Discrimination

BALLOON DIPPER (599.687-010)



Dips balloon in vats of dye and soap solutions to color and polish them.

JOB DUTIES:

1. Pour specified dyes into dye box receptacles.
2. Immerse dye spreader (handles top from which spikes protrude) in dye box and pass it over tank of running water to form crisscross colored pattern of swirls on water.
3. Lift form pan (pan of molded balloons) from curing oven.
4. Place form pan on tank rack with molds immersed in dye water to form varicolored swirling patterns on balloons.
5. Transfer pan to draining rack.

Functional Competencies

Things   Light Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

BALCONY WORKER (575.687-010)

ALSO PLATFORM WORKER

Performs any combination of following duties to process molten glass into continuous sheet under direction of Drawing-Kiln Operator.

JOB DUTIES:

1. Observe continuous sheet of glass for scratches, breaks, and other blemishes as it passes through rolls of drawing kiln.
2. Wipe foreign matter from rolls of drawing-kiln.
3. Adjust roll weights to minimize surface defects and breaks in glass.
4. Moves controls to open rolls of drawing kiln when signaled by Drawing-Kiln Operator to allow passage of stones and prevent breaks in glass.
5. Opens air jets or draws metal rod across hot sheet of glass to prevent breaks from running.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BARREL CUTTER (529.687-066)

ALSO BARREL ROLLER; BARREL SCRAPER; BUNG REMOVER; CARTON REPAIRER; DISTILLERY WORKER, GENERAL; DRUMCLEANER; DRUM SEALER; DUMPER

Cleans, transports, and applies identifying data on steel drums in liquor distilling plant, performing combination of duties.

JOB DUTIES:

1. Clean interior of metal drums, using steam-cleaning apparatus.
2. Clean interior of barrels by rinsing them with water and alcohol.
3. Stencil identifying information on barrelheads, using paintbrush or spray gun to point over cut-out stencils.
4. Cut identifying information on barrelheads, using metal dies and mallet.
5. Paints or scrapes heads of used barrels to remove identifying information.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

BARREL FILLER (529.687-022)
ALSO BULK FILLER; CABBAGE SALTER

Fills wooden tubs, barrels, or containers with processed food products and covers with preservatives to preserve contents.

JOB DUTIES:

1. Dump food into barrel, tub or container.
2. Add prescribed amounts of preservatives, such as salt, sugar, brine, sirup or vinegar.
3. Cover container with lid, waxed paper or plastic.
4. May weigh contents of container.
5. May apply labels to outer surface of container.

Functional Competencies

Things Medium Physical Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

ANNEALER (504.687-010)
ALSO HEAT TREATER

Heat treats jewelry fittings to soften fittings for further processing, using electric or gas furnace.

JOB DUTIES:

1. Set automatic controls to specified temperature.
2. Fill steel tray with fittings.
3. Place fittings in oven, using tongs.
4. Remove tray after specified time.
5. Immerse fittings in water.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BASKET FILLER (529.687-010)

Removes sealed cans or jars of food products from conveyor and dumps them in metal basket.

JOB DUTIES:

1. Load basket in layers, using hydraulic mechanism to lower each layer to table level.
2. Move baskets within plant or through cooling tank, using trucks or hoist.
3. Notifies supervisor of any unusual conditions.
4. Keeps work area and baskets clean.
5. Follows safety standards.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BATCH MIXER (570.687-010)
ALSO CLAY PUDDLER

Mixes and dumps raw material, such as silicas or clays, into mixers.

JOB DUTIES:

1. Obtain materials from storage area, using shovel, wheelbarrow or tow-motor.
2. Transport material to batching area.
3. Measure specified quantities of materials according to batch cards, using scales or measuring box.
4. Dump material from sacks onto conveyor leading to mixer.
5. Empties bulk material from wheelbarrow into mixer.

Functional Competencies

Things Medium Physical Strength Intermittent Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

BEAMER (525.687-046)
ALSO HIDE TRIMMER, CALFSKIN TRIMMER, COW TRIMMER, PIGSKIN TRIMMER

Trims and cleans animal hides, using knife.

JOB DUTIES:

1. Place hide on table.
2. Cut off extra fat, flesh, ragged edges, and parts such as ears, snout, skin, and tail.
3. Spread hide on floor, skin side up, to prepare them for inspection.
4. Keeps knife blades sharp.
5. Follows safety standards for trimming hides.

Functional Competencies

Things   Medium Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

HAZARDOUS

BEAM HOUSE INSPECTOR (585.687-010)
ALSO BEAMING INSPECTOR; LIME HIDE INSPECTOR; UNHAIRING INSPECTOR; SCUDDING INSPECTOR

Performs any combination of the following tasks.

JOB DUTIES:

1. Examines hides and skins for flesh and hair after defleshing and dehairing operations.
2. Places rejected hides on pile for reprocessing and defleshed and dehaired hides on cart.
3. Maintains clean work area.
4. Notifies supervisor of any unusual conditions.
5. Sorts hides and skin into piles.

Functional Competencies

Things   Medium Physical Strength Intermittent Man Dexterity
Math level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

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BEEGLE-IRON WORKER (563.687-010)
ALSO ANTICHECKING-IRON WORKER; C-IRON WORKER; S-IRON WORKER

Hammers shaped steel bands into ends of timbers and railroad ties to prevent checking (splitting) while seasoning.

JOB DUTIES:

1. Clamp, drill hole, and insert bolt or metal dowel through split timers or ties to hold split parts together.
2. May be designated according to shape of band.
3. Notifies supervisor of any unusual conditions.
4. Maintains hammers and supply of steel bands.
5. Uses hoist trucks.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BEDDER (573.687-010)
ALSO CLAYING-UP WORKER; SANDER-UP

Sets greenware in piles with sand and clay between pieces to support and separate them during bisque-kiln firing by either of the following methods.

JOB DUTIES:

1. Throw refractory clay mixed with sand between each plate and after pile is built up, fill in edges with refractory clay.
2. Pack and press in clay by hand.
3. Arrange ware in piles with sandy clay between layers.
4. Fill in edges by setting pile on whirler which revolves it before spout forcing fine sand or refractory clay by gravity between plates.
5. Inspect ware and reject inferior pieces.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BEDSPREAD FOLDER, HAND (589.687-014)
ALSO BOOK FOLDER; MAKER-UP; CLOTH FOLDER; BLANKET FOLDER; SHEET FOLDER; TOWEL FOLDER;

Folds cloth by hand to facilitate wrapping, packing or further processing.

JOB DUTIES:

1. Unreels cloth from bolt onto table.
2. Examines cloth for defects, such as faulty dyeing, printing for finishing.
3. Folds fabric into halves, alines edges and matches pattern of fabric.
4. Lap cloth at specified intervals to fold into pile.
5. Binds folded cloth, using rope.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BEEF TRIMMER (521.687-106)
ALSO MEAT TRIMMER; LARD TRIMMER; PIECE-MEAL TRIMMER; PIECE TRIMMER; RETRIMMER

Prepares meat for use in making ground and smoked meat products, such as sausage and bologna.

JOB DUTIES:

1. Obtain specified meat from stock and carries to cutting table.
2. Cut and trim meat from bone.
3. Dice meat, using knife, cleaver and bandsaw.
4. Weigh meat on platform scale.
5. Place in tubs.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS

BELLY PACKER (525.687-026)

ALSO DRY CURER; SALTER; CASING SALTER; HAM-HOCK MOPPER; SALT-BELLIES OVERHAULER

Cures meat products, such as pork, ham, bacon, or casings preparatory to smoking.

JOB DUTIES:

1. Push sacks of such materials as sugar, sodium nitrate, and salt to curing room, using handtruck or cart.
2. Weigh out specified amounts of materials and mixes them by hand or in mixing machine.
3. Pack and arrange meat in boxes, vats, tierces, or piles, and sprinkles mixture over each layer.
4. Sweep excess mixture from meat with broom.
5. Rearrange layers after specified time to circulate air around meat.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BIN CLEANER (529.687-014)

Scrapes, scours, and fumigates interior of grain bins.

JOB DUTIES:

1. Climb into grain bin or lowers self into bin on scaffolding or bucket seat, using block and tackle.
2. Clean interior of bin, using hand scrapers and brushes.
3. Spray interior of bin with insecticides and rodent deterrents or poisons, using spray gun.
4. Close bins for specified length of time.
5. Airs bin and marks it for use.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BINDER CASER (522.687-026)
ALSO LEAF CONDITIONER; TOBACCO CONDITIONER; TOBACCO CURER;
TOBACCO DIPPER; WRAPPER CASER; CIGAR-TOBACCO REHANDLER

Moistens (conditions or cases) hands of tobacco to make leaves pliable for processing.

JOB DUTIES:

1. Removes hands from receiving box and dips them into water or sprays water over leaves.
2. Stacks leaves, stem down, on drainboard and covers leaves with cloth or paper.
3. Packs drained leaves in cases.
4. Transfer cases to steam or humidifier room, using handtruck.
5. Mixes various grades and types of tobacco prior to conditioning.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BINDER CUTTER, HAND (521.687-014)
ALSO FILLER-LEAF CUTTER, LONG

Performs any combination of the following tasks.

JOB DUTIES:

1. Cut leaf tobacco used to bind bunches to specified size.
2. Place tobacco leaf on cutting table against guides and lowers knife blade to cut leaf.
3. Move guides to obtain cut of specific size.
4. Stacks cut tobacco into piles.
5. Keeps knife blade sharp.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BINDER SELECTOR (521.687-018)
ALSO BINDER SORTER

Inspects leaves of tobacco before and after stripping to determine whether leaves are suitable for use as binders.

JOB DUTIES:

1. Inspect each leaf for holes and tears.
2. Place leaves to be used as binders in bundle for stripping and discard defective leaves.
3. Remove defective leaves from books II and place books of perfect leaves in container.
4. Sprinkle water on books that appear dry.
5. Delivers defective leaves to station for further processing.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BINDER STRIPPER, HAND (521.687-134)
ALSO STEMMER, HAND; FILLER STEMMER, HAND; LEAF STEMMER, HAND; SPRIGGER; TOBACCO STRIPPER, HAND; WRAPPER STEMMER, HAND; SCRAP STRIPPER, HAND; WRAPPER STRIPPER, HAND

Removes stems from tobacco leaves to prepare tobacco for use as filler, binder, or wrapper for cigars, pug, or twist chewing tobacco.

JOB DUTIES:

1. Strip leaf from stem, starting at tip end of leaf.
2. Spreads and stack wrapper leaves in piles, keeping leaves separated into left- and right- hand books II.
3. Place filler tobacco and stems in box or can.
4. Be designated according to tobacco stripped.
5. Keeps work area clean.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BLANKET WASHER (511.687-010)

Cleans flannel blankets over which mixture of finely ground gold ore and cyanide solution from grinding mills is passed to collect free particles of gold not dissolved by cyanide.

JOB DUTIES:

1. Collect blankets from frames at outflow point of mills.
2. Wash blankets in pans of weak cyanide solution to dislodge gold particles so they may be collected in amalgamation process.
3. Replace blankets on frames after washing.
4. Notifies supervisor of any unusual conditions.
5. Keeps supply of flannel blankets.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS****

BLAST-FURNACE-KEEPER HELPER (502.687-010)

Assists Blast-Furnace Keeper in tapping blast furnace.

JOB DUTIES:

1. Break slag from casting equipment, such as slag runners, iron troughs, gates and dams, using bars, hammers, and shovels.
2. Reline runners, troughs, gates, and dams with refractory matrials, such as fireclay, sand, and coal dust.
3. Clean and load clay gun for plugging taphole.
4. Remove obstructions in runners during casting operations, using tong bar.
5. Obtain sample of molten iron during cast, with spoon and pour sample into test mold.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-HEAT/ODOR****
****HAZARDOUS****

BLEACH PACKER (558.687-010)
ALSO CHARGER

Start conveyors that automatically convey slaked lime to chlorinating chamber where it is transformed into bleaching powder.

JOB DUTIES:

1. Spread lime uniformly over chamber floor, using shovel or wood spreader.
2. Rakespread lime to furrow layer, exposing maximum surface area for chlorination.
3. Shovel bleaching powder through chutes into containers and close containers preparatory to storage or shipment.
4. Keeps work area clean.
5. Follows safety standards.

Functional Competencies

Things   Heavy Physical Strength   Intermittent Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

BLENDER LABORER (520.687-010)

Moves leaf tobacco loaded on dollies to blending line from storage room in tobacco processing plant.

JOB DUTIES:

1. Observe workers feeding tobacco onto blending conveyor.
2. Read grade on card above worker and locate same grade in storage area.
3. Pull dolly loaded with tobacco from storage into position along blending line, using hook.
4. Unties burlap sheet wrapped around tobacco, using pliers.
5. Remove sheets and dollies from work area.

Functional Competencies

Things   Medium Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

BLINTZE ROLLER (520.687-014)
ALSO CHEESE-PANCAKE ROLLER

Performs any combination of the following tasks.

JOB DUTIES:

1. Fills precut sheets of egg dough with cheese, folds ends over filling.
2. Roll lengthwise to make blintzes (rolled cheese panckes).
3. Place blintzes on conveyor leading to packer.
4. Keeps supply of cheese and egg dough.
5. Maintains floured work bench.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BLOCK CHOPPER, HAND (569.687-026)
ALSO WOOD HACKER; BLOCK HACKER; SPUDDER; WOOD BARKER

Cuts bark spots, knots, and diseased and decayed portions from logs or wood blocks, using spudder, ax, hatchet, or portable powersaw, to prepare wood for further processing.

JOB DUTIES:

1. Turn logs and blocks with peavey to expose underside,
2. Straighten logs on conveyor, using pike pole.
3. Load cleaned blocks on conveyors.
4. Maintains powersaw in operating condition.
5. Follows safety standards.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

BOARDER (583.687-010)

Performs any combination of the following tasks.

JOB DUTIES:

1. Stack knitted garments between alternate layers of pressing boards to prepare articles for pressing in hydraulic press.
2. Remove garments from between boards after pressing.
3. Inspects materials for defects.
4. Notifies supervisor of any unusual conditions.
5. Stacks garments into piles.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOLOGNA LACER (521.687-034)

ALSO CASING TIER; BULK-SAUSAGE-CASING TIER-OFF; CANADIAN BACON TIER; HOG STOMACH PREPARER

Closes ends of empty and filled meat casings with metal clips and string preparatory to hanging them for smoking or cooking.

JOB DUTIES:

1. Attaches metal clip to one end of empty casing, using clipping tool.
2. Twists open end of filled casing and ties it with string leaving loop for hanging.
3. Cuts off excess string and casing, using scissors or knife.
4. May tie lacing cord at regular intervals around bologna and sausage to brace and support casing.
5. May lace rolled ham.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BONE PICKER (521.687-022)

Examines shellfish meats under ultraviolet light and removes pieces of shell, preparatory to canning.

JOB DUTIES:

1. Places tray of shelled meats on table.
2. Observes meats passing on conveyor under ultraviolet generators that cause shell particles to glow.
3. Turns and stirs meats by hand to view all sides.
4. Picks out and discards bits of shell, viscera and foreign matter.
5. Washes down work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BONE PICKER (551.687-010)

Picks bones from offal as it passes on conveyor belt and tosses bones onto conveyor for the making of glue.

JOB DUTIES:

1. Reports any unusual conditions to supervisor.
2. Maintains clean work area.
3. Continuous standing while picking from conveyor belt.
4. Maintains operation of conveyor belt.
5. Removes waste from work area.

Functional Competencies

Things Medium Physical Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOOKER (599.687-014)

Places alternate layers of rubber and cloth together.

JOB DUTIES:

1. Places strips of rubberized fabric or rubber between layers of cloth attached to board, forming books.
2. Places rubber on trays of hand-truck to prevent sticking together and to facilitate transportation.
3. May operate hand truck.
4. Reports unusual conditions to supervisor.
5. Keeps clean work area.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOTTOM MAKER (509.687-010)

Relines bottoms of ingot-soaking pits with coke dust to retard formation of oxide scale on hot ingots.

JOB DUTIES:

1. Digs out molten metal, slag scale and cinder from bottoms of pits, using flat-pointed bar.
2. Scrapes debris into ladle.
3. Shovel coke dust into pit, using bar to level bottom surfaces.
4. May change crane tong bits, using sledge hammer.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS****

BOWLING-BALL-MOLD ASSEMBLER (556.687-010)

Coats bowling ball molds components with parting agent, installs ball cores, and assembles and seals molds preparatory to filling and curing.

JOB DUTIES:

1. Inspects parts to insure clean and dry condition, and applies parting agent, using brush or spray gun.
2. Installs core on support bolt and turns bolt to adjust core to center of mold.
3. Lays yarn gasket in groove around bottom flange, alines top of mold over bottom and secures it with thumbscrews or clamp.
4. Places completed mold in rack for filling.
5. May disassemble molds and remove cured balls from molds.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOX-TRUCK WASHER (529.687-018)

Washes and cleans handtrucks used for storing meat or fat.

JOB DUTIES:

1. Cleans box-truck (four-wheeled handtruck) used to move or store meat, grease, oleo, or inedible fat, using scrappers, wire brushes, handbrushes, steam, water and detergent.
2. May clean offal trays with water spray and rage.
3. May lubricate handtrucks with paraffin oil, using spray gun.
4. Reports unusual conditions to supervisor.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOX TURNER (522.687-038)
ALSO TURNER

Rearranges containers of fruit stacked tiers in ripening room to expose all fruit equally to room temperature during ripening period.

JOB DUTIES:

1. May truck fruit in and out of ripening room.
2. Stacks tiers of boxes.
3. Inspects fruit for ripeness.
4. Keeps room at proper temperature.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BRAKE-LINING-FINISHER-HELPER, ASBESTOS (579.687-010)
ALSO CUTTER,BRAKE LINING; GRINDER, BRAKE LINING

Assists Brake-Lining Finisher, Asbestos to finish asbestos brake lining stock.

JOB DUTIES:

1. Loads asbestos lining stock into vacuum tanks, using hoist.
2. Cuts brake lining stock into strips, using handsaw, and trim edges of stock, using side-trimming machine.
3. Grinds brake strips to specified thickness, using surface grinder.
4. Shellacs edges of finished brake strip, using brush or spray gun.
5. May dump specified quanities of materials into mixing machine to prepare brake lining impregnating solution.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

BRICK CHECKER (573.687-034)
ALSO BRICK SORTER; ROOFING-TILE SORTER; SEWER-PIPE SORTER

Sorts burned clay products, such as brick, roofing tile, and sewer pipe, according to form, color and surface characteristics.

JOB DUTIES:

1. Picks up products from kilncar, pallet, or handtruck and examines products for defects, such as cracks, chipped edges, squareness and discoloration.
2. Sorts products in piles according to varying degress of characteristics.
3. Discards unusable products.
4. May stack bricks in specified pattern for banding by machine.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BRIM STIFFENER (589.687-038)
ALSO DIPPER; STIFFENER; MACHINE SIZER; SIZING BRUXHER; SIZING SPONGER; SIZER; SMEARER; SPRAY-GUN SIZER; PANAMA-HAT SMEARER; STRAW-HAT SIZER; LACQUER SIZER; VARNISHER; RETOUCHING OPERATOR

Pours premixed solutions into container or thins solution, following specifications.

JOB DUTIES:

1. Applies solution to hat or hat parts by any combination of following methods.
   2. Brushes or sponges solution onto articles, dips articles into tub of solution; sprays solution onto articles using spray gun; inserts parts between solution-coated rollers of machine.
3. Places articles on holder of machine that spins articles to remove surplus liquid.
4. Hangs articles on pegs or on holders of conveyor belt that carries articles through drying room, to complete drying and stiffening operation.
5. Keeps work area clean.

Functioning Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRINE MAKER (551.687-014)

Weighs and adds specified quantities of chemicals to brine to purify solution preparatory to further treatment and refining of salt.

JOB DUTIES:

1. Weighs chemicals, such as soda ash and lime, using scale.
2. Pours chemicals into brine tank.
3. Removes residue from tank, using water hose and pumps.
4. Dissolves specified tonnage of unprocessed sale in water to produce brine.
5. Keeps work station clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS

BRINER (522.687-014)

Immerses fresh fish fillets in brine solution to condition them for wrapping or freezing.

JOB DUTIES:

1. Places fish fillets in wire basket and submerges basket in salt and water solution for specified time.
2. Remove basket from brine tank.
3. Dumps fillets onto conveyor belt.
4. Keeps work area clean.
5. May maintain brine soslution.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BRUSH WASHER (599.687-030)
ALSO WARE WASHER

Washes metal, glass, rubber, or plastic objects by either of following methods.

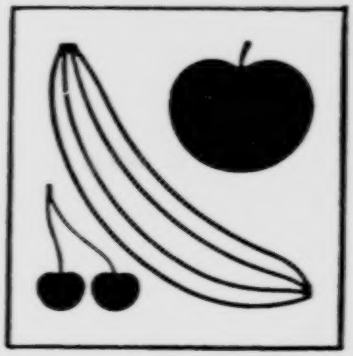
JOB DUTIES

1. Immerses or sprays object with water or cleaning solution.
2. Dislodges dirt, using brush and hands.
3. Rinses object and dries it with cloth or places object in steam-heated chamber to dry.
4. Fills vats with water to specified level and pours specified quantity of soap or detergent into water.
5. Places workpieces on conveyor or into baskets.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BULB SORTER (529.687-186)
ALSO PACKER; APPLE SORTER; ASPARAGUS GRADER AND BUNCHER; CAPPER PICKER; CITRUS-FRUIT-PACKING GRADER; CULL GRADER; POTATO GRADER; BANANA GRADER; CHERRY SORTER; CRANBERY SORTER; FIG SORTER; FLOWER GRADER; FRUIT SORTER; HOP SORTER; NUT SORTER; PEACH SORTER; POTATO SORTER; SEED SORTER; TOMATO GRADER; VEGETABLE SORTER



Sorts bulbs, fruits, nuts and vegetables, agricultural produce.

JOB DUTIES:

1. Segregates produce on conveyor belt or table according to grade, color, size.
2. Place produce in containers or on designated conveyors.
3. Discards cull items and foreign matter.
4. Bunches, ties, and trims produce.
5. Picks out choice produce to be used as cappers (top layers).

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BULKER (522.687-018)

Fills building cell with stemmed and cased tobacco.

JOB DUTIES:

1. Directs conveyor tube into cell and spreads tobacco in cell, using handfork.
2. Positions hydraulic press over tobacco and pulls lever to activate press to pack tobacco into bulk for fermentation.
3. Reports any unusual conditions to supervisor.
4. Maintains safety standards.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

BUNCH TRIMMER, MOLD (521.687-026)

Draws knife along ends of cigar molds to cut off excess tobacco protruding from molds.

JOB DUTIES:

1. Loads trimmed molds onto truck for removal to rolling department.
2. Maintains equipment.
3. Reports any unusual conditions to supervisor.
4. Maintains clean work area.
5. May operate truck to transfer tobacco products.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUNDLE SHAKER (521.687-110)

ALSO SHAKER; FILLER OPENER; FILLER SHAKER; HAND SHAKER;
TOBACCO SHAKER

Shakes hands of cured tobacco to separate, straighten, and expose leaves to air and remove dirt.

JOB DUTIES:

1. Places loosened tobacco on table or conveyor for further processing.
2. May be designated acccording to type of tobacco.
3. Inspects leaves for blemishes.
4. Discards defective leaves fsor removal.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BUNG (529.687-030)
ALSO CASING SEWER

Sews sections of animal intestine to form casings for lunchmeat and specialty meat products.

JOB DUTIES:

1. Positions edges of dried intestines together.
2. Places strips of paper (liners) over intestines.
3. Slides dried intestines with liners under presser foot of sewing machine.
4. Starts machine, and stitches edges of liner and end of intestines to form casings.
5. Maintains count of casings sewed for company records.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

BURLAP SPREADER (581.687-010)

Spreads washed, ripped-open, second-hand burlap bags and washed burlap strips out of doors.

JOB DUTIES:

1. Hangs articles on racks to dry.
2. Folds and stacks burlap bags when dry.
3. Maintains clean work area.
4. Distributes clean bags to other workers.
5. May operate truck to transfer bags.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BURRITO MAKER (520.687-046)

ALSO MEXICAN FOOD MAKER, HAND; ENCHILADA MAKER; TACO MAKER; TAMALE MAKER

Performs any combination of following tasks concerned with preparing and packaging Mexican ready-to-server or frozen foods.

JOB DUTIES:

1. Places portions of cooked foods on tortilla.
2. Rolls or folds tortilla over seasoned ground meat, bean or cheese mixture to form Mexican food item.
3. May garnish food with cheese, peppers, olives and other condiments.
4. May wrap tortilla around mixture.
5. May fill Taco shell with meat.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BUSHER (502.687-014)

Pours molten lead into center of grinding wheels to form bushing.

JOB DUTIES:

1. Lights blowtorch under pot to melt lead.
2. Positions grinding wheels on table with shaft or spindle protruding through center of wheel.
3. Fills area around shaft with molten lead to form bushing.
4. Cuts excess lead from around edge of bushing, using mallet, chisel and power reamer.
5. Maintains clean work area.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS****

CABINET-ABRASIVE SANDBLASTER (503-687-010)

ALSO SANDBLASTER; SHOT-BLASTER

Directs blast of abrasive-laden compressed air or water from nozzle against metal or hard-composition objects to remove adhering scale, sand, paint, grease, tar, rust, and dirt and to impart even finish.

JOB DUTIES:

1. Shovels abrasives, such as sand, grit or shot of specified grade into machine hopper.
2. Applies masking materials to protect designated areas from abrasive action.
3. Dons protective equipment, such as helmet, suit, gloves or hood to protect body from injury and turns on air supply.
4. Sandblast part to required finish.
5. Cleans large parts, using nozzle.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CAKE WRAPPER (589.687-010)

Wraps cakes of rayon yarn in cloth to protect threads during steaming, washing and drying processes.

JOB DUTIES:

1. Spreads cakes on drying rake.
2. Stacks cakes in pile when dry.
3. Contacts supervisor if unusual conditions exit.
4. Keeps a supply of clean cloths.
5. Maintains clean work area.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CALENDAR-OPERATOR HELPER (589.687-026)

ALSO LABORER, GENERAL; CLOTH-PRINTING-MACHINE-OPERATOR HELPER; COATING-MACHINE-OPERATOR HELPER; EMBOSSING-MACHINE-OPERATOR HELPER; WINDING-RACK-OPERATOR HELPER

Performs any combination of following duties in manufacture of coated fabrics.

JOB DUTIES:

1. Measures width of rolls of material, identifies rolls with color code card, and weighs rolls before and after coating processes.
2. Conveys rolls of material, engraved printing or embossing rolls, and drums of daub and print color to and from machine, using dollies.
3. Lifts rolls to letoff rack and windup racks, using hoist.
4. Joins ends of material rolls with automatic sewing machine or tapes.
5. Observes material at windup rack and notifies operator of processing defects.

Functional Competencies

Things/Data   Medium Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-Sixth
Minimal People Interaction   High Perceptual Discrimination

CANDY MAKER (520.687-022)

ALSO CANDY MAKER, BAR; CANDY MAKER, HELPER

Pours and spreads batches of cooked candy, such as fudge, caramel, or toffee, in pans or trays, or onto temperature-controlled slabs preparatory to cutting.

JOB DUTIES:

1. Covers pan, tray, or slab with wax paper, dusts lined pan with powdered sugar, or greases with shortening to prevent sticking.
2. Spreads candy to specified thickness, using spatuala or roller.
3. May cut candy into sections, using knife.
4. May set cutter frames into candy to slice it into individual sections.
5. May roughen surface with scraper to simulate homemade candy or sprinkle chopped nuts or fruit over candy to decorate it.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

CANDY MOLDER, HAND (520.687-018)
ALSO MOLDER, HAND; NOVELTY-CANDY MAKER; PASTE WORKER

Pours liquid candy into chilled molds to form solid candy figures, such as animals or Christmas trees.

JOB DUTIES:

1. Dumps or pours candy into warming pan and turns dial to heat product to pouring temperature.
2. Stirs candy to facilitate melting and pours it into chilled mold.
3. Taps or tilts mold to distribute candy uniformly throughout mold.
4. Opens mold when candy has congealed and removes figure.
5. Maintains clear work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CANVAS SHRINKER (587.687-010)

Soaks canvas in water to shrink and prepare canvas for use in garment manufacturing.

JOB DUTIES:

1. Unrolls bolt of canvas and folds canvas in shrinking tank.
2. Turns valve to admit water into tank, soaking canvas for specified times.
3. Lifts canvas from tank after shrinking and hangs canvas in loops from bars for drying.
4. Delivers canvas to other workers for additional work.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

CARBONATING-STONE CLEANER (529.687-190)

Cleans or replaces stones in carbonating-stone assembly used to introduce carbon dioxide into tanks of beer.

JOB DUTIES:

1. Carries stone to work area.
2. Climbs into aging tank and disassembles frame and stone assembly, using handtools.
3. Examines stone to detect faults or breaks.
4. Scrubs stone, using brush and cleaners.
5. Reassembles stone in frame.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CARBOY FILLER (559.687-050)
ALSO LABORER, CHEMICAL PROCESSING; DRUM CARRIER KETTLE-ROOM HELPER; DRUM FILLER; SHIPPING HAND; WHEELER

Fills or empties equipment and containers by pumping, opening valves, scooping, dumping, scraping, or shoveling liquid.

JOB DUTIES:

1. Weighs materials and writs or stencils identifying information on containers.
2. Fastens caps or covers on container, or screws bungs in place.
3. Transports materials, using handtruck.
4. Cleans work area.
5. Keeps records of work produced.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CARPET CUTTER (585.687-014)

Cuts specified lengths from continuous roll of carpet, using power cut-off knife or long-handled cutting blade.

JOB DUTIES

1. May cut padding to specified length and be designated as Felt-Pad Cutter.
2. Reports any unusual conditions to supervisor.
3. Maintains equipment and sharp knife.
4. Keeps working area clean.
5. May transport cut materials with hand truck.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CARRIER BLOWER (529.576-194)

ALSO CARRIER WASHER; SUCTION-PLATE-CARRIER-CLEANER

Cleans perforated suction plates of cigar-making machines.

JOB DUTIES:

1. Turns thumbscrews to remove plates.
2. Scrubs plates, using scrub brush and water.
3. Immerses plates in boiling water to loosen dirt in airhole and blows out dirt, using airhose.
4. Dries plates to prevent rust.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CASER-HELPER (522.687-030)

Moistens hands of tobacco to make leaves pliable for processing.

JOB DUTIES:

1. Assist Leaf Conditioner to condition tobacco leaves.
2. May pack drained leaves in cases.
3. May transfer cases to steam or humidifier room, using handtruck.
4. May mix various grades and types of tobacco prior to conditioning.
5. May be designated according to type of tobacco.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

CASING GRADER (529.687-026)

ALSO CASING INSPECTOR; CASING SORTER; CASING TESTER

Inspects and grades animal casings used as sausage skins.

JOB DUTIES:

1. Cleans and inflates casing, using air or water hose.
2. Places inflated casing between grading pegs to determine size.
3. Squeezes casing to detect changes in circumference, damaged sections, or slime.
4. Cuts out damaged sections, warts, and other blemishes, using knife.
5. Places casings in rack or container according to size or condition of casing.

Functional Competencies

Things/Data — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

CASING-MATERIAL WEIGHER (520.687-026)
ALSO CASING MIXER; TOP FLAVOR ATTENDANT

Weighs and measures ingredients used in making casing fluid, according to formula, using scales and measuring cans.

JOB DUTIES:

1. Adds or removes ingredients until specified amount is obtained and sumps or pour ingredients into cooking vats.
2. Opens containers in which ingredients are stored.
3. Reports unusual conditions to supervisor.
4. Maintains clean working area.
5. Keeps measuring cans and scales clean.

Functional Competencies

Things — Medium Phys Strength — Intermit Manual Dexterity
Math Level-Third — Reading Level-Third
Minimal People Interaction — High Perceptual Discrimination

CASING SORTER (525.687-014)
ALSO CASING SPLITTER

Slits cured intestines lengthwise, using knife.

JOB DUTIES

1. Presses intestines flat and stacks them in piles for subsequent production of surgical sutures and violin and tennis racket strings.
2. Discards defective parts.
3. Reports unusual conditions to supervisor.
4. Maintains clean work station.
5. Keep knives sharp.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

CASING WETTER (522.687-026)
ALSO LEAF CONDITIONER; TOBACCO CONDITIONER; TOBACCO CURER;
TOBACCO DIPPER; WRAPPER CASER; CIGAR-TOBACCO REHANDLER

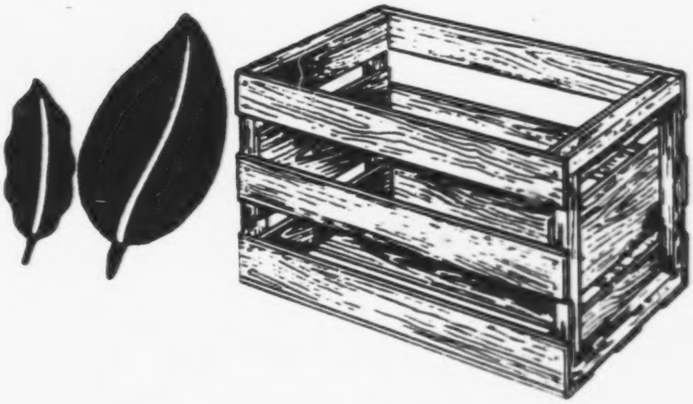
Moistens (conditions or cases) hands of tobacco to make leaves pliable for processing.

JOB DUTIES

1. Removes hands from receiving box and dips them into water or sprays water over leaves.
2. Stacks leaves, stem down, on drainboard and covers leaves with cloth or paper.
3. Pack drained leaves in cases and transfers cases to steam or humidifier room, using handtruck.
4. May mix various grades and types of tobacco prior to conditioning.
5. May feel tobacco leaves from team, moisten butts and tops of hands that are too dry.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination



CASTING CARRIER (519.687-022)
FOUNDRY WORKER, GENERAL; CASTING SORTER; CUPOLA-TENDER HELPER; FLASK CARRIER; JACKET CHANGER; LADLE-LINER HELPER; LADLE PUSHER; MOLD CLAMPER; MOLD-CLOSER HLEPER; MOLDER HELPER; MOLDER HELPER, MACHINE; MOLD STACKER; PATTERN CARRIER; PATTERN CLEANER; SAND-SCREENER OPERATOR; SAND SHOVELER; SAND WHEELER; SHAKE-OUT WORKER; SKIMMER; SLAG WORKER; SPRUE KNOCKER

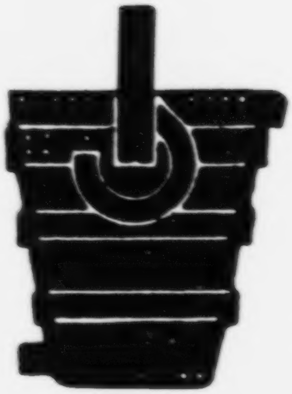
Performs any combination of the following tasks in foundry concerned with melting metal, pouring metal into molds, removing castings from molds, dressing castings, moving foundry materials, and cleaning equipment and work areas.

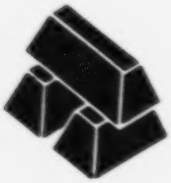
JOB DUTIES

1. Moves sand, castings, flasks, or other materials about foundry by hand, using wheelbarrow or cart, or by loading them onto conveyor.
2. Assembles flasks, using wrench, bolts, and tap screws.
3. Waters and mixes sand, shovels sand into flasks, and compacts sand in flasks, using ramming tool.
4. Sprays binder on surface of sand molds and dries surface with blowtorch.
5. Fits together, clamps, and unclamps cope and drag on production line.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination





CASTING-HOUSE WORKER (514.687-014)

Assists aluminum foundry workers by performing variety of unskilled tasks.

JOB DUTIES:

1. Skims dross from furnaces.
2. Loads handtrucks with ingots or sorted scrap.
3. May sort and weigh metal, charge furnaces, and transport metal.
4. May mark heat number on billets.
5. Maintains clean work area.

Functional Competencies

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Things/Data    Medium Phys Strength      Continuous Man Dexterity
        Math Level-Third         Reading Level-Third
Minimal People Interaction       Medium Perceptual Discrimination
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CASTING INSPECTOR (502.687-018)

ALSO CASTING INSPECTOR; GRID INSPECTOR; LEAD-CASTER HELPER; LEAD SUPPLY WORKER

Performs any combination of following duties pertaining to casting of lead storage battery parts.

JOB DUTIES:

1. Inspects cast storage-battery parts, such as lead washers, lugs, connectors, straps, and trimmed grids for holes, warps, discoloration, or other defects, and segregates rejects for salvage.
2. Cleans excess lead (fins, flashings, and burs) from parts, using handtools.
3. Stacks acceptable grids and sorts other parts according to type.
4. Shovels pig and scrap lead into melting kettle.
5. May tally number and type of rejects.

Functional Competencies

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Things        Light Phys Strength         Continuous Man Dexterity
        Math Level-Third         Reading Level-Third
Minimal People Interaction         High Perceptual Discrimination
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HAZARDOUS

CASTING INSPECTOR (514.687-010)
ALSO CASTING TESTER; FINAL INSPECTOR

Inspects metal castings for dimensional accuracy and surface defects.

JOB DUTIES:

1. Measures dimensions of casting, using fixed gages.
2. Examines casting for defects, such as cracks and blowholes.
3. Separates and marks defective castings according to salvage operation required.
4. May chip surplus metal from casting, using hammer and chisel.
5. May tap casting with hammer to determine from sound if casting has been heattreated or to detect defects, such as cracks or thin walls.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CASTING-MACHINE-SERVICE-OPERATOR (559.687-018)

Cleans casting machine and auxiliary equipment, such as pumps and exhaust hood, used in production of cellophane.

JOB DUTIES:

1. Pumps solutions from casting machine to storage tanks or into system feeding other casting machines.
2. Dismantles hopper and cleans viscose residue from internal parts, using water hose and airhose.
3. Sprays walls and bottom of tanks with water to flush chemicals and sludge through drainage openings.
4. Scrapes and scrubs tank walls, guide rods, and rollers, using scraper, steel wool and sandpaper to remove deposits of viscose and other chemicals.
5. Vacuums scrapings from tanks, using portable vacuum cleaner and rinses tanks and fixtures with water to remove remaining debris.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CASTING-OPERATOR HELPER (515.687-018)

Assists Casting Operator in casing aluminum alloys into ingots.

JOB DUTIES:

1. Places distributing trough between furnace taphole and mold.
2. Positions baffle plates, screens, and control pins in trough, using handtools.
3. Takes sample of molten metal for subsequent analysis.
4. Skims dross off molten aluminum in holding furnace, using drag rake.
5. Inserts thermocouple into mold and records temperature of ingot.

Functional Competencies

Things/Data   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

CATHODE CLEANER (559.687-022)
ALSO CELL CLEANER

Cleans electrolytic cells and cell assemblies, performing any combination of following tasks.

JOB DUTIES:

1. Connects hose to water or steam line and flushes cell to clean surfaces.
2. Scrapes assemblies, using handscrapers and wire brushes to remove accummulations of dirt, putty, scale, and encrusted salt.
3. Transfers cathodes to washrack, using wheeled cart and hoist.
4. Flushes cathodes and cathode screens with water to remove asbestos and caustic residue and transfers cathodes to drying area.
5. Flushes pit sump and recovered asbestos with water.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

CELL PLASTERER (519.687-010)

Performs any combination of the following tasks.

JOB DUTIES:

1. Seals opening around carbon anode, where it protrudes through cover of magnesium refining cell, to prevent leakage of chlorine gas and to secure anode in position.
2. Applies mixture of asbestos fiber or pulp and water or oil, using trowel.
3. Follows safety standards.
4. Reports any unusual conditions to supervisor.
5. Maintains clean materials and tools.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

CELL PREPARER (556.687-014)

Prepares molds (cells) used in casting liquid plastics materials into sheet form.

JOB DUTIES:

1. Inserts wooden or plastic wedges between sides of glass cells to widen cell opening.
2. Folds paper into funnel shape and inserts funnel in cell opening to provide passage for liquid plastics.
3. Records identification data on tag and attaches it to cell.
4. Maintains clean work area.
5. Keeps supply of plastic wedges and paper funnels.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CEMENTER (585.687-022)

ALSO PATCHER; LEATHER PATCHER; LEATHER REPAIRER

Inspects hides for defects, such as cuts, holes, and scars and cements leather patch over defect.

JOB DUTIES:

1. Examines defects and selects piece of leather that matches defective area in color and texture.
2. Trims patch to size of defective area.
3. Brushes cement on patch and hammers patch over defect, using mallet.
4. Trims edges of patch, using knife and sandpaper.
5. Folds and places hide on truck.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CHAR-DUST CLEANER AND SALVAGER (529.687-038)

Cleans floors and equipment, and performs the following duties in char-house.

JOB DUTIES:

1. Cleans and collects char dust from floors, pump basins, pipelines, and tank tops.
2. Observes operating machinery, such as char-draw mechanisms, spreaders, and char-collectors, for blockades or malfunctioning, and reports irregularities to superiors.
3. Fills sacks with salvaged char dust and sews, weighs, and stores sacks.
4. Obtains samples of char and takes them to laboratory for analysis.
5. Delivers requisitions, runs errands, and supplies filter blankers and wedges to other workers.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction High Perceptual Discrimination

CHAR-FILTER-OPERATOR HELPER (521.687-034)

Prepares char filter tanks for sugar-liquid filtration.

JOB DUTIES:

1. Attaches hoses between filters and manifold, using wrenches.
2. Removes filter covers, using block and tackle.
3. Positions char chutes and starts conveyors to fill empty filters.
4. Attaches hose from manifold to weir box for mixing liquor with char while filling.
5. Covers filters after filling.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CHARGE-GANG WEIGHER (509.687-022)

ALSO WEIGHER, ALLOY

Sorts and weighs nonferrous scrap metal and ingots for furnace charges.

JOB DUTIES:

1. Separates grades and types of alloys by color or shape of casting and shovels metal into handtrucks.
2. Selects scrap and ingots for furnace charge, according to specifications.
3. Takes sample of furnace melts for laboratory analysis, observes metal in diecasting holding pots and finished castings, or reads label to verify use of specified alloys.
4. May unload box cars of alloy materials.
5. May operate lift truck to transport materials.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

CHAR PULLER (521.687-030)

Removes contaminated char (activated carbon) from corn sirup filters for reclaiming.

JOB DUTIES:

1. Positions receiving platform at discharge gate of filter to unload used char.
2. Removes nuts to discharge gate of filter to unload used char.
3. Loosens and pulls char onto receiving platform and into chute to conveyor.
4. Sweeps filters to remove remaining char.
5. Arranges and smooths blankets that cover bottom plates of filter.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

CHASER, TAR (549.687-010)
ALSO TAR CHASER; TAR RUNNER

Removes tar, pitch and carbon accumulated in coke-collecting mains, using chisel bar.

JOB DUTIES:

1. Lifts plugs from collecting main, using hook.
2. Places disk over plughole and shoves chisel bar through center hole of disk.
3. Twists bar to pry tar from walls of main.
4. Removes tar and pitch from traps, using spooning bar.
5. Sweeps and cleans area.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

CHECK-AND-TRANSFER BEADER (509.687-014)
ALSO PORCELAIN-ENAMEL LABORER

Performs any combination of following tasks, usually on conveyor line, in porcelain enameling process.

JOB DUTIES:

1. Brushes or scrapes dry porcelain from holes and designated areas of workpiece, using powered or hand brushes and scraping tools.
2. Inspects enameled workpiece and sands workpiece to remove dirt, blisters, and lumps.
3. Brushes porcelain into nicks.
4. Marks workpiece to indicate routing for further repair or processing.
5. Removes excess enamel from dipped parts with cloth, finger or suction hose.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaciton Medium Perceptual Discrimination

CHECKER (522.687-010)
ALSO BARREL FILLER; DRUM FILLER

Fills metal or wooden containers with distilled liquors, preparatory to aging.

JOB DUTIES:

1. Rolls metal drum or wooden barrel, with bunghole side up, under spigot attached to storage tank.
2. Inserts spigot nozzle into bunghole of container and opens valve to fill container with whisky, gin, or vodka.
3. Removes spigot nozzle from filled container when spigot has shut off automatically.
4. Hammers bung into bunghole of barrel or screws threaded metal bung into bunghole of metal drum, using wrench.
5. Rolls filled container aside for storing.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CHEMICAL-COMPOUNDER HELPER (550.687-010)

ALSO OPTICAL BRIGHTENER-MAKER HELPER

Shovels specified chemicals into tank of heated water to dissolve chemicals preparatory to charging mixing kettle that produces optical brightener (organic white dye) for soaps and fabrics.

JOB DUTIES:

1. Moves drums of chemicals to work area, using handtruck.
2. May read work orders to determine type and amount of chemicals to add to kettle.
3. May be designated according to material produced.
4. Maintains supply of organic dye.
5. Keeps work area cleared and clean.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CHERRY-CUTTER (524.687-010)

Cuts candied cherries into halves for use in decorating cakes, using sharp hand knife.

JOB DUTIES:

1. May assist in the packing department as directed.
2. Keeps hands and work area clean.
3. Maintains sharp knife.
4. Carries boxes of cherries.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CHICKEN CLEANER (525.687-074)

ALSO POULTRY EVISCERATOR; FOOT CUTTER; GIZZARD-SKIN REMOVER; TURKEY CLEANER

Butchers and processes poultry performing any combination of the following tasks.

JOB DUTIES:

1. Severs legs at first joint, using knife, and drops legs into container.
2. Slits breast skin, removes crop, and places crop on conveyor.
3. Removes oil sack and slits abdominal wall with knife.
4. Grasps carcass with hands, opens abdominal cavity, and pulls out viscera.
5. Separates and washes liver, heart, and viscera and drops them into trays.

Functional Competenties

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CHICKEN DRESSER (525.687-070)

ALSO POULTRY DRESSER; TIPPER; TURKEY DRESSER; POULTRY PICKER; POULTRY SCALER

Slaughters and dresses fowl in preparation for marketing, performing any combination of the following tasks.

JOB DUTIES:

1. Chops off bird's head or slits bird's throat to slaughter bird, using knife.
2. Hangs bird by feet to drain block.
3. Dips bird into scalding water to loosen feathers.
4. Holds bird against projecting rubber fingers of rotating drum to remove feathers.
5. Cuts bird open, removes viscera, and washes bird and giblets.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHOPPER (564.687-010)

Saws and chops pieces of stumps into smaller pieces for feeding into chipper machine.

JOB DUTIES:

1. Sacks wood pieces.
2. Loads wood pieces into chipper machine.
3. Keeps tools sharp and clean.
4. Follows safety standards.
5. Maintains clean work area.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

CIGAR INSPECTOR (529.687:042)

ALSO CIGAR-PACKING EXAMINER; FINAL CIGAR AND BOX EXAMINER

Inspects cigars for imperfections and verifies quality of packing and labeling.

JOB DUTIES:

1. Examines cigars for size, shape, and imperfections in wrappers.
2. Replaces defective cigars in boxes.
3. Examines banded and cellophane-wrapped cigars to determine whether bands are positioned and cellophane is applied according to standards.
4. Observes boxes of cigars to determine whether label is in specified position.
5. May open lid of box to inspect cigars and close and nail lid onto box after inspection, using handtool.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLAMP REMOVER (569.687.010)

ALSO VENEER STACKER

Detaches clamping devices and stacks glued veneer panels after removal from cold press, working as member of team.

JOB DUTIES:

1. Loosens turn buckles with metal rod and removes retaining rod attached to rails at top and bottom of stack.
2. Removes top rail from stack and stacks veneer panels and caul boards on separate handtrucks.
3. Pushes handtruck with veneer panels to drying oven or storage area for drying.
4. May separate layers of veneer panels with spacer sticks.
5. May clean glue from caul boards, using scraper.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Continuous People Interaction Low Perceptual Discrimination

CLAM SHUCKER (521.687-122)

ALSO SHELLFISH SHUCKER; SHUCKER; OYSTER SHUCHER; SCALLOP SHUCKER

Shucks fresh or steamed shellfish, such as oysters, clams, or scallops (bivalves), preparatory to canning, freezing, or fresh packing.

JOB DUTIES:

1. Holds shellfish firmly or against block and forces shucking knife between halves of shell at hinge juncture.
2. Twists knife to sever muscles holding shell closed and pries opens.
3. Cuts shellfish from shell, flips it into container, and discards shell.
4. May break off edges of shells before shucking, using hatchet.
5. Wash down area at end of day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CLARIFIER (559.687-038)
ALSO FILTER CLEANER; FILTER CHANGER; FILTER CHANGER; FILTERER

Cleans gum and other sediment from filter that strains viscose or similar cellulose solution before it is spun into filaments for rayon yarn or cast into transparent wrapping material.

JOB DUTIES

1. Removes core or center of filter from its casing.
2. Removes cloth wrappers of core and rewraps it with clean cloth.
3. Replaces other strainers in filters that need cleaning.
4. Maintains supply of filters and cleaning solvents.
5. Mixes cleaning solvents.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Peceptual Discrimination

CLOTH-EDGE SINGER (585.687-018)

Burns loose threads from edges of cloth rolls, using gas torch, and brushes off charred ends.

JOB DUTIES:

1. Folds and stacks cloth.
2. Adjusts and maintains gas torch equipment.
3. Inspects product for defects.
4. Cleans-up work area each day.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS

CORK COATER (562.687-014)

ALSO COATER, HAND; RESIN COATER

Coats cork products, such as floats, washers, and gaskets, with liquid resins.

JOB DUTIES:

1. Pours premeasured quantities of liquid ingredients into tumbler to prepare coating solution.
2. Dumps articles into vat.
3. Opens valve to release steam into vat and allows liquid in vat to boil for specified time.
4. Drains vat, forks out articles and loads them into drying and polishing drum.
5. Maintains clean work area.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

COFFEE-ROASTER HELPER (523.687-010)

Assists Coffee Roaster to roast green coffee beans.

JOB DUTIES:

1. Picks over green coffee, discarding black and dead coffee beans, to prepare coffee for roasting.
2. May weigh and pack ground coffee.
3. Lifts sacks of discard coffee.
4. Stands continuously during work day.
5. Maintains clean work area.

Functional Competencies

Things/Data   Heavy Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

COFFEE WEIGHER (529.687.046)

Weighs sacks of specified varieties of coffee.

JOB DUTIES:

1. Dumps coffee into chute leading to coffee-cleaning or blending machines.
2. May record sack weights.
3. Maintains clean work area.
4. Keeps supply of sacks.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things/Data Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

COIL CLEANER (529.687-054)
ALSO COOKER CLEANER

Cleans coils and inside surfaces of steam kettles used for cooking foods.

JOB DUTIES:

1. Climbs inside of kettle and scrubs coils and interior surface of kettle, using cleanser, steel wool, and soap.
2. Opens drain valve at bottom of kettle and sprays water over interior of kettle to flush soap, steel wool, cleanser and food particles through drain.
3. Maintains cleaning materials.
4. Mops up work area.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COKE DRAWER, HAND (543.687-010)

Performs any combination of following duties involved in emptying coke oven.

JOB DUTIES:

1. Scrapes coke from coke oven, using iron rod (scraper).
2. Forks coke onto conveyor that dumps coke in railroad cars.
3. Picks foreign matter, such as slate and slag, from coke on conveyor.
4. May fork coke into wheelbarrow and push wheelbarrow to railroad cars.
5. May apply brakes or place car-stop to hold railroad cars under coke-pushing machine.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

COLOR FINISHER (589.687-034)

ALSO STAIN APPLIER; SMEARER

Applies liquid dye or stain to leather articles, such as belts, gloves, and pocketbooks, to cover blemishes and color edges, gussets and seams of assembled articles, using brushes, daubers and swabs.

JOB DUTIES

1. Inspects leather articles for defects.
2. Effective use of special hand tools.
3. Accurate matching of colors.
4. Hangs material on racks.
5. Maintains clean work area and tools.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction High Perceptual Discrimination

COLOR-MIXER ASSISTANT (550.687-014)
ALSO COLOR STRAINER

Assists Color-Paste Mixer in mixing color for use in printing textiles.

JOB DUTIES:

1. Strains mixed colors through vacuum or other straining device to remove lumps and foreign matter.
2. Carries colors to and from mixing area.
3. Cleans working area and mixing equipment, using water hose.
4. May mix colors.
5. Assists with other tasks.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COLOR-MIXER HELPER (550.687-018)
ALSO COLOR-SHOP HELPER; DYE-WEIGHER HELPER

Assists Dye Weigher in mixing dyes and chemicals for use in dyeing textile yarns and fabrics.

JOB DUTIES:

1. Opens steam valve to heat dye solution.
2. Stirs solution with paddle to dissolve dye.
3. Dumps contents of mixing pails into or turns valve to transfer dye solution to supply tanks in dyeing department in response to light signal or to request over loud speaker.
4. Moves barrels of dye and chemicals to dye room, using handtruck.
5. Cleans mixing tanks and work area, using waterhose.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COMP CAPPER (521.687-070)
ALSO HONEYCOMB DECAPPER

Cuts caps from commercial honeycombs with hand or motor-driven knife, preparatory to extracting honey.

JOB DUTIES:

1. Breaks propolis (bee glue) seals with scraper, and lifts frame of honeycomb from super.
2. Moves honeycomb frame into oscillating knife, or cuts caps from frame, using hand knife.
3. Trims superfluous wax from wooden parts with knife and places frame in stand.
4. May place frames of honeycomb in extractor.
5. Maintains protective clothing.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
eath Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS****

CONDENSER SETTER (512.687-010)

Places condenser on plate supports in front of retort in zinc furnace to collect and condense zinc vapor created by heating ore in retort.

JOB DUTIES:

1. Charges retort with mixture of ore and coal, using skip-loader.
2. Lifts and positions condenser in front of retort, using tongs.
3. Seals joint between retort and condenser by spreading finely ground and dampened mixture of coal and loam to prevent escape of zinc vapor.
4. Banks mouth of condenser with mixture of coal and ore or waste material to prevent zinc from overflowing while allowing combustion gases to escape.
5. Continuous standing and monitoring of equipment.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS**** ****UNPLEASANT WORKING CONDITIONS****

CONE TREATER (534.687-010)

Treats paper cones with mixture of turpentine and beeswax.

JOB DUTIES:

1. Combines specified amounts of turpentine and beeswax in vat and adjusts controls to heat mixture to specified temperature.
2. Fills wire basket with paper cones and lowers basket into heated mixture until thoroughly saturated (treated).
3. Raises basket, drains mixture from cones, and sets basket aside for transfer to drying cabinet.
4. Transfers material to drying cabinet.
5. Stacks baskets and maintains supply of paper cones, turpentine and beeswax.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CONTACT-ACID-PLANT-OPERATOR HELPER (559.687-026)

Performs any combination of following duties in production of sulfuric acid.

JOB DUTIES:

1. Diverts acid stream from production unit to storage tanks as directed.
2. Inspects machinery and equipment to detect malfunctions, leaks, and spills.
3. Cleans work area around units, using broom and shovel or water hose.
4. Collects samples of product for laboratory testing.
5. Records gage readings and levels of acid in tanks.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS **UNPLEASANT WORKING CONDITIONS**

CONTINUOUS-DRIER HELPER (581.687-018)

ALSO DRYING-UNIT-FELTING-MACHINE-OPERATOR

Performs any combination of the following tasks.

JOB DUTIES:

1. Assists Drying-Unit-Felting-Machine Operator to tend machine that removes moisture from felt strips.
2. Pushes dollies containing filled drums (spools) of wet felt to drying chamber.
3. Clamps drum to spindle of drying equipment.
4. Loads drums of dried felt on dollies.
5. Pushes dollies to designated area for further processing of felt.

Functional Competencies

Things Medium Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CONVEYOR LOADER (525.687-018)

Manipulates spreads on hanging butchered hogs to facilitate air circulation and aging of meat.

JOB DUTIES:

1. Pulls spreads (metal rods inserted in breast of hog halves to separate parts and allow circulation of air) from breast of suspended hog halves preparatory to storage in cooling room.
2. Drops spreads into barrel.
3. Pushes halves along overhead monorail to chain conveyor which carries hog halves into cooler.
4. May count and record number of hog halves processed.
5. Maintains equipment.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CONVEYOR-WEIGHTER OPERATOR (559.687-070)
ALSO WEIGHER OPERATOR; COTTON-WEIGHER OPERATOR

Weighs out specified amounts of dried and fluffed cotton linters prior to nitrating process in manufacture of smokeless powder.

JOB DUTIES:

1. Rakes dried cotton linters into weigh cans, removing dust clusters and inadequately processed cotton.
2. Moves weigh cans along overhead monorail to section of rail connected with scales.
3. Adds or removes linters to obtain specified weight.
4. Pushes weigh cans along monorail to drive chain which conveys can to next operation.
5. May regulate drier temperature and speed of conveyor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS****

COOK HELPER (529.687-050)
ALSO COOK HELPER, FRUIT; COOK HELPER, JUICE; COOK HELPER, MEAT; COOK HELPER, PRESERVES

Assists Cook, Kettle to cook food products, such as juices, meats, fruits, or preserves, preparatory to canning or preserving, performing any combination of the following duties.

JOB DUTIES:

1. Weighs or measures ingredients, such as sugar, salt, meat, lard, berries, or fruit, according to formula, using platform scale, weighing hopper and measuring containers.
2. Transfers materials to cooking area by hand or handtruck.
3. Turns valves to admit steam to kettle-heating jacket, and dumps ingredients into kettle to precook or melt them.
4. Cleans cooking kettles and containers, using water and pressurized steam.
5. May stir contents of cooking kettle with paddle and skim off foreign materials, using ladle or spoon.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

COOLER ROOM WORKER (525.687-022)

Stores and prepares dressed meat for further processing or shipment performing any combination of tasks in cooler room of slaughtering plant.

JOB DUTIES

1. Examines carcasses to determine condition of meat, such as hardness, softness and oiliness prior to cutting.
2. Records information on inspection tag.
3. Weighs carcass on conveyor scale and records weight on production sheet.
4. Trims excess fat from meat, using knife.
5. Cuts carcasses into quarters, using knife and meat saw.

Functional Competencies

Things/Data Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS **UNPLEASANT WORKING CONDITIONS**

CORE CHECKER (518.687-010)
ALSO CORE INSPECTOR

Verifies dimensions and shapes of cores for conformance to specification, using straightedge, gages, and calipers.

JOB DUTIES:

1. Places cores in fixtures, manually or using hoists.
2. Moves straightedge along surface of cores to verify contours.
3. Verifies dimensions, using gages and calipers.
4. Records tally of inspections on standard form.
5. May file high spots from cores.

Functional Competencies

Things/Data Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

CORE FITTER (518.687-014)
ALSO COREMAKER HELPER; CORE PASTER; FOUNDRY LABORER, COREROOM

Performs any combination of following tasks involved in coremaking.

JOB DUTIES:

1. Brushes, dips, or sprays solution, such as graphite, on cores to produce smooth finish.
2. Carries and loads cores into oven.
3. Piles cores on racks for drying.
4. Carries sand to coreroom by hand or by machine.
5. Pulls wires and rods from finished casting, using pliers, hammer and chisel, and special hooks.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COTTON CLEANER (559.687-030)
ALSO COTTON WASHER; COTTON WRINGER

Dumps cotton linters into tubs for washing and bleaching.

JOB DUTIES:

1. May dump washed and bleached linters into wringer unit and be designated Cotton Wringer.
2. Reads guages on washer.
3. Follows safety standards.
4. Maintains clean work area.
5. Inspects equipment to keep free from clogs.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CREPING-MACHINE-OPERATOR HELPER (534.687-014)

Assists Creping-Machine Operator in forming crepe paper.

JOB DUTIES:

1. Trucks paper rolls to machine and storage areas.
2. Weighs finished rolls.
3. Clean working area.
4. Performs other duties as assigned.
5. Stacks finished rolls.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CURING PACKER (522.687-034)

ALSO PICKLER; GREEN-MEAT PACKER; VAT OVERHAULER; VAT PACKER

Loads cuts of meat into pickling vats or barrels to cure meat preparatory to smoking.

JOB DUTIES:

1. Packs and arranges meat in vats or barrels by hand or with meat hook to insure maximum saturation.
2. Turns valves to admit curing solution into vats or pours in solution by hand.
3. Covers vat or barrel to keep meat protected and submerged in solution.
4. Sticks trier (hook) into meat and smells trier to determine degree of curing.
5. Opens valves or pulls bungs to drain vats and barrels, and removes cured meat for further processing.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

DAUBER (543.687-014)
ALSO OVEN DAUBER; LUTER; PASTER

Performs any combination of the following tasks involved in sealing coke-oven doors with lute (a mud made from clay, coke dust or ashes, and water) to prevent escape of gases during baking of coal.

JOB DUTIES:

1. Shovels mud into mud carrier and transfers mud pails to ovens.
2. Chips old clay, carbon and residue from doorway of oven, using chisel bar.
3. Seals crack around oven door with mud, using trowel and tamping bar.
4. Shovels excess mud, oven spillage, and coal from working area.
5. Opens and closes chuckhole door, using handwheel and lever.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS**** ****UNPLEASANT WORKING CONDITIONS****

DECORATING INSPECTOR (579.687-014)

Examines decorated glassware as it emerges from decorating or label-applying machines for decorating defects, such as off-coloring, smears, paint chips, illegible design, and misalined labels, and for forming defects, such as misshapened glassware.

JOB DUTIES:

1. Removes defective ware from conveyor and places ware with decorating defects in cartons or on conveyor for transport to decorating removal station.
2. Discards ware with forming defects in cullet (waste glass) bin.
3. Records number and type of defects and submits report to supervisor.
4. May pack acceptable ware in cartons.
5. May measure dimensions of ware, using fixed gages and templates.

Functional Competencies

Things/Data Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

DEFLECTOR OPERATOR (529.687-058)
ALSO LIGHTS INSPECTOR; WINE-BOTTLE INSPECTOR

Inspects bottled beer or wine for foreign matter, such as dirt in barrel or tank sediment, and bottles for defects, such as cracks, damaged caps or corks, and nicks.

JOB DUTIES:

1. Examines contents of bottles for foreign matter.
2. Observes bottles on conveyor belt passing in front of light and reflecting mirror or lighted frosted glass box or holds bottles up to unshielded light bulb, to examine bottle and content.
3. Stores rejected or defective bottles in containers for disposal.
4. Continuous standing.
5. Follows safety standards.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS****

DIE CLEANER (529.687-062)

Cleans dies used to extrude dough to form macaroni.

JOB DUTIES:

1. Unbolts and removes dies from presses, using wrench and screwdriver, and places dies in tub of water to soften dough residue.
2. Adjusts die-washing-machine platform to accommodate shape of die, positions die on platform, and turns faucet to force jets of water through dies.
3. Scrapes dough residue from die holes, using handtool.
4. Replaces dies on press or places dies on storage shelves.
5. May inspect dies on presses for cleanliness or damage.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DIPPER (518.687-022)
ALSO WAX-PATTERN COATER

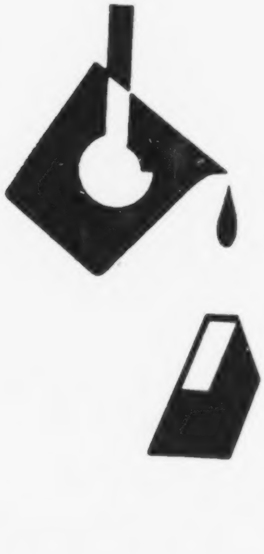
Covers wax foundry patterns with coating compound to form shell mold used in lost-wax casting process.

JOB DUTIES:

1. Dips pattern in suspension of silica sand and chemical binder.
2. Coats pattern by sifting materials, such as sand or aluminum oxide, onto pattern.
3. May place patterns in tumbling barrel, containing short fibers, to strengthen coating.
4. Repeats coating as specified to form shell.
5. Examines patterns for evenness of coating.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination



DIPPER (589.687-018)

Fills machine trough with adhesive for use in laminating cloth.

JOB DUTIES:

1. Pushes barrel of adhesive from storage area to machine, using handtruck.
2. Positions barrel on platform and places tray between barrel and trough.
3. Dips adhesive into tray to maintain adequate supply in trough for laminating process.
4. Observes operation of laminator.
5. Maintains clean clear work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DIPPER, FISH (522.687-014)
ALSO BRINER

Immerses fresh fish fillets in brine solution to condition them for wrapping or freezing.

JOB DUTIES:

1. Places fish fillets in wire basket.
2. Submerges basket in salt and water solution for specified time.
3. Removes basket from brine tank and dumps fillets on conveyor belt.
4. May record the number of baskets processed.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

DISTILLATION-OPERATOR HELPER (552.687-010)

Performs any combination of the following tasks.

JOB DUTIES:

1. Starts pump to transfer coal tar distillates to storage or processing tanks.
2. Dips measuring rod into tanks to verify quantities of distillates in tanks.
3. Moves neutralizing chemicals to work area preparatory to charging of still, using handtruck.
4. Reads guages on distillate tanks.
5. Maintains clean work area.

Functional Competencies

Things　Light Phys Strength　Intermit Manual Dexterity
Math Level-Third　Reading Level-None
Minimal People Interaction　Medium Perceptual Discrimination

DISTRIBUTOR-CLEANER (529.687-070)
ALSO FLOOR HAND

Cleans production department in tobacco processing plant and distributes tobacco to workers.

JOB DUTIES:

1. Sweeps floors.
2. Sorts items from waste and puts stems in bin.
3. Conveys tobacco to workers, using handtruck.
4. Stacks tie-bands into tray and distributes tie-bands to workers.
5. Performs other cleaning jobs as requested.

Functional Competencies

Things　Light Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　Medium Perceptual Discrimination

DOPER (584.687-010)
ALSO LEATHER COATER; ENAMELER; HAND FINISHER; JAPANNER; LEATHER DRESSER; LOAD MIXER; POURER; SEASONER, HAND; SPLIT-LEATHER MOSSER; STREAKER-OFF, HAND; SWABBER; TANNERY GUMMER

Performs any combination of the following tasks.

JOB DUTIES:

1. Spreads premixed solutions, such as dope, grease, or lacquer, on leather, using applicator, to finish or waterproof leather.
2. Positions coated leather on conveyor belt to move leather through drying oven.
3. Maintains hand tool applicators.
4. Keeps clean work area.
5. Inspects materials for obvious defects.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS - ODOR

DOPE SPRAYER (584.687-014)
ALSO SPRAYER, HAND; LEATHER POURER; LEATHER SPRAYER; POURER; STENCIL SPRAYER; COLOR SPRAYER; FINAL-COAT SPRAYER; GUM SPRAYER; OIL SPRAYER; SEASONING SPRAYER

Sprays solution on tanned hides or skins in preparation for further processing or to finish surface of leather, using spray gun.

JOB DUTIES:

1. Fills supply tank with specified solution.
2. Hangs leather on hooks in spray booth or over rack and sprays solution on leather.
3. Examines surface of leather to verify completeness of coverage and places leather on drying rack.
4. May mix dyes and chemicals to attain specified color shading.
5. May bundle parts for further processing.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-ODOR

DRIER HELPER (553.687-010)

Performs variety of manual duties in drying and storing chemical materials, as directed.

JOB DUTIES

1. Turns valves to fill sample bottles for laboratory testing.
2. Inspects product through sight glasses at various stages of drying process to detect malfunctions.
3. Inspects equipment and piping for leaks or malfunctions.
4. Notifies equipment operator or supervisor of unusual conditions.
5. Lowers gage tape into storage towers to facilitate inventory and production control.

Functional Competencies

Things	Light Phys Strength	Intermit Manual Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		High Perceptual Discrimination

DRIP-BOX TENDER (521.687-038)

ALSO STARCH PRESSER

Performs any combination of the following tasks.

JOB DUTIES:

1. Positions spout of portable tank containing starch solution over series of boxes lined with cloth and opens valve to fill each box.
2. Inverts boxes after water has drained through cloth to remove solid starch cakes.
3. Scoops out starch with shovel and places product on handtruck for transfer to kiln.
4. May move levers controlling flow of starch into steel casings.
5. May hang casings on hooks of overhead conveyor leading to kiln.

Functional Competencies

Things	Heavy Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		Low Perceptual Discrimination

DRYING-ROOM ATTENDANT (581.687-014)

Performs any combination of the following tasks.

JOB DUTIES:

1. Hangs racks of hat bodies in room for drying.
2. Places rack of hats on hangers.
3. Turns switch to activate hot-air blowers.
4. Removes dried hats onto handtruck for further processing.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

DRY-KILN OPERATOR HELPER (573.687-014)

Assists Dry-Kiln Operator in drying clap products in tunnel.

JOB DUTIES:

1. Positions fans in drying areas to circulate heated air.
2. Closes or opens tunnel room doors.
3. Covers product with canvas or sacking
4. Floods aisles with water.
5. Adjusts floor furnace to maintain specified temperature and circulation of heat.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DUST PULLER (519.687-014)
ALSO FLUE-DUST LABORER

Rakes or scrapes flue dust from converter flues or hoppers into lorry cars or screw conveyors for shipment to furnaces.

JOB DUTIES:

1. Breaks up packed dust with bar or pole.
2. Hammers sides of hopper with mallet or bar to dislodge contents.
3. May scrape dust into collecting hoppers.
4. May measure depth of dust in flue, using sounding chain.
5. Keeps working area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS - DUST****

DYER (582.687-014)

Performs any combination of the following duties.

JOB DUTIES

1. Dumps feathers into dye vats and stirs feathers, using stick, to color feathers used as trimmings for ladies' garments.
2. Removes and places feathers in steam-heated drums to dry, using wire scoops.
3. May load feathers in extractor.
4. Notifies supervisor of any unusual conditions.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

DYER (562.687-010)

Colors handles or other small wooden articles with dissolved dyes.

JOB DUTIES:

1. Fills vat with water.
2. Stirs specified amounts of various dyes into water with stick.
3. Dumps articles into vat.
4. Opens valve to release steam into vat and allows liquid in vat to boil for specified time.
5. Drains vat, forks out articles, and loads them into drying and polishing drum.

Functional Competencies

Things Light Phys STrength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DYNAMITE RECLAIMER (551.687-018)

ALSO WASTE-HOUSE OPERATOR

Screens dynamite sweepings and broken cartridge shells to reclaim usable dynamite.

JOB DUTIES:

1. Shovels floor sweepings and broken shells from powder buggy onto brass screen, using wooden shovel.
2. Picks out foreign matter, such as paper and wood splinters, sifts explosive material from broken or malformed cartridges, and discards debris.
3. Rubs dynamite through screen, using gloved hand.
4. Shovels or dumps reclaimed dynamite into powder buggy for reprocessing.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

EGG BREAKER (521.687-042)
ALSO EGG SMELLER

Performs any combination of the following tasks.

JOB DUTIES:

1. Separates yolk and glair (white) of eggs for use in food products.
2. Strikes eggs against bar, allows contents to fall into bowl.
3. Throws empty shells into receptable.
4. Smells broken eggs to detect spoiled ones and dumps them into waste container.
5. Pulls lever to retain yolk and to allow white to fall into cup below.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

EGG CANDLER (529.687-074)
ALSO EGG GRADER

Inspects eggs to ascertaiin quality and fitness for consumption or incubation, according to prescribed standards.

JOB DUTIES:

1. Observes eggs moving on conveyor over light, or holds eggs before shielded light or rolls them over lighted glass plate to render egg translucent.
2. Observes shell color and texture, and internal characteristics, such as streaks, shadings, discolorations, size and position of yolk, and size of air cell.
3. Places spoiled and substandard eggs in cases.
4. Packs salable eggs in cartons or releases them on conveyor belt for packing by other workers.
5. May break substandard eggs in container for further processing.

Functional Competencies

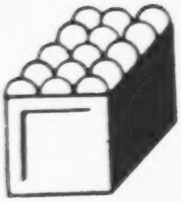
Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

EGG PROCESSOR (559.687-034)
ALSO HARVESTER

Performs any combination of the following tasks.

JOB DUTIES:

1. Removes virus-bearing fluid from fertile chicken eggs for use in manufacturing vaccines, such as influenza vaccine.
2. Saws end off egg, using electric saw, and removes fetal membrane, using tweezers to break sac containing viral fluid.
3. Siphons fluid into sterilized and labeled bottles for further processing.
4. Sterilizes tweezers by dipping them into anti-septic solution after each egg has been harvested.
5. Maintain sterile equipment.



Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FELT CARBONIZER (586.687-010)

Removes vegetable matter from felt by immersion in sulfuric acid solution.

JOB DUTIES:

1. Mixes specified amount of sulfuric acid and warm water in carbonizing vat, and immerses felt in vat, using chain hoist.
2. Soaks felt for period of time dependent on thickness of material.
3. Periodically tests solution strength, using hydrometer.
4. Adds acid as required.
5. Removes and suspends felt over vat to drain.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS **UNPLEASANT WORKING CONDITIONS**

FELT-HAT STEAMER (582.687-018)

Performs any combination of the following tasks.

JOB DUTIES:

1. Steams felt hats to remove shine and nap from hats.
2. Rolls brim down and places inverted hat over steam outlet for removal of shine and nap from felt.
3. Places finished hats on trolley.
4. Notifies supervisor of any unusual conditions.
5. Maintains steaming equipment.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

FELT-PAD CUTTER (385.687-014)

Performs any combination of the following duties.

JOB DUTIES:

1. Cuts specific lengths from continuous rolls of carpet, using power cut-off knife or long-handled cutting blade.
2. May cut felt padding to specified lengths.
3. Inspects material for defects.
4. Notifies supervisor of any unusual conditions.
5. Keeps clean work area.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

HAZARDOUS

FILLER BLENDER (520.687-030)
ALSO FILLER MIXER; SEED AND HAVANA-SCRAP PREPARER

Mixes various types of cigar filler or plug filler tobacco.

JOB DUTIES:

1. Weighs out specified amounts of each type of tobacco and dumps tobacco on floor.
2. Forks tobacco leaves together to obtain uniform mix.
3. Forks mixed leaves into storage bin.
4. May fill bags with blended filler tobacco.
5. May be designated according to type of filler tobacco mixed as Seed and Havana-Scrap Preparer.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

FILLER PICKER (521.687-098)
ALSO LAMINA SEARCHER; SCRAP PICKER; SEARCHER

Performs any combination of the following tasks.

JOB DUTIES:

1. Removes stems, offcolor tobacco and foreign material, such as strings, dirt, and paper from tobacco as it moves along conveyor to insure clean and uniform product.
2. May drop pickings into bags attached to conveyor frame, according to whether pickings are dark tobacco, green tobacco, tobacco with stems, or foreign material.
3. Maintains clean work area.
4. Notifies supervisor of any unusual conditions.
5. Performs other duties as assigned.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FILLER ROOM ATTENDANT (522.687-022)

ALSO LEAF CONDITIONER

Performs any combination of the following duties.

JOB DUTIES:

1. Spreads filler tobacco leaves on trays after conditioning (wetting) to allow air to circulate between leaves.
2. Feels leaves to determine moisture content and empties trays into boxes or cans when leaves are at stage specified for processing.
3. Maintains clean work area.
4. Keeps supply of trays.
5. Notifies supervisor of unusual conditions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FILLER-SHREDDER HELPER (529.687-078)

ALSO FILLER-SHREDDER-MACHINE LOADER; FILLER-SIFTER HELPER

Performs any combination of the following duties.

JOB DUTIES:

1. Assists Filler Shredder, Machine to cut tobacco leaves into shreds and clean shredded tobacco for use as cigar filler.
2. Follows safety standards.
3. Notifies supervisor of unusual conditions.
4. Keeps clean work area.
5. Assist in maintaining machine in operating condition.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FILLER SPREADER (521.687-046)

Performs any combination of the following tasks.

JOB DUTIES:

1. Separates individual leaves from pads of tobacco leaves pressed together in shipping.
2. Arranges leaves in rows on screen racks.
p. Assists other workers in carrying and lifting screen racks to storage racks.
4. Keeps clean work area.
5. Notifies supervisor of any unusual conditions.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FILTER CHANGER (521.687-050)

Performs any combination of the following tasks.

JOB DUTIES:

1. Replaces soiled filter cakes in beer filter, using handtools.
2. Disassembles filter press and separates plates (frames) to remove old filter pads.
3. Positions clean cakes between plates and reassembles filter.
4. Maintains tools and supply of filters.
5. Keeps clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FILTER-SCREEN CLEANER (521.687-054)

Performs any combination of the following duties.

JOB DUTIES:

1. Cleans filter screens from frame by hand or using wrenches.
2. Flushes residue from screens with water hose or immerses and boils screens in tanks of boiling water.
3. Cleans and resassembles screens and frames, using brushes and handtools.
4. Cleans working area and equipment, using mops and brooms.
5. Picks up all tools after use.

Functional Competencies

Things	Medium Phys Strength	Continuous Man Dexterity
Math Level-None	Reading Level-None	
Minimal People Interaction	Medium Perceptual Discrimination	

FILTER WASHER (559.687-042)
ALSO STRAINER CLEANER

Performs any combination of the following duties.

JOB DUTIES:

1. Boils, washes and cleans filter, such as cloth strainers and metal grids used in manufacture of explosives.
2. Soaks filters in solution of boiling water and soap powder or caustic solution.
3. Scrapes and dissolves with acetone any tetryl powder remaining.
4. Hangs cloth filters on drying racks.
5. Maintains cleaning solutions.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
Math Level-None	Reading Level-None	
Minimal People Interaction	Low Perceptual Discrimination	

FISH-BIN TENDER (529.687-082)

Performs any combination of the following duties.

JOB DUTIES:

1. Opens chute gates to release fish into various bins according to species and onto conveyor to transfer to cleaning machine.
2. Expedites flow of fish, using wooden rake, hoe or water hose.
3. Shovels chipped ice into bins to preserve fish.
4. Sorts fish according to species and size, and discards spoiled or damaged fish.
5. Washes down work area.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

FISH CHOPPER, GANG KNIFE (521.687-058)

Performs any combination of the following duties.

JOB DUTIES:

1. Positions fish on cutting table and pulls gang knife handle to cut fish into several lengths for packing into cans.
2. May load and distribute trays of cut fish to packers.
3. Maintains clean work area.
4. Notifies supervisor of any unusual conditions.
5. Follows safety standards.

Functional Competencies

Things/People — Medium Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

HAZARDOUS

FISH DRIER (523.687-058)

Performs any combination of the following duties.

JOB DUTIES:

1. Dries fish, such as salmon, cod, herring, or sardines.
2. Hangs fish on racks or poles, or places them in trays.
3. Sets racks, poles, or trays in drying room or oven.
4. Discards spoiled fish.
5. Keeps clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FISH GRADER (529.687-098)
ALSO FISH GRADER; TOMATO GRADER

Separates fruits, vegetables or fish according to quality.

JOB DUTIES:

1. Examines, classifies and separates fruits, vegetables and fish according to size, quality, color, condition, or species at receiving station or on conveyor line.
2. May record grade on ticket and attach it to filled container.
3. Job duties may be designated according to product graded.
4. Wash down area.
5. Selects out bad fruit, vegetables or fish.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

FISH GRADER (529.687-098)

ALSO FISH GRADER; TOMATO GRADER

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3. Job duties may be designated according to product graded.
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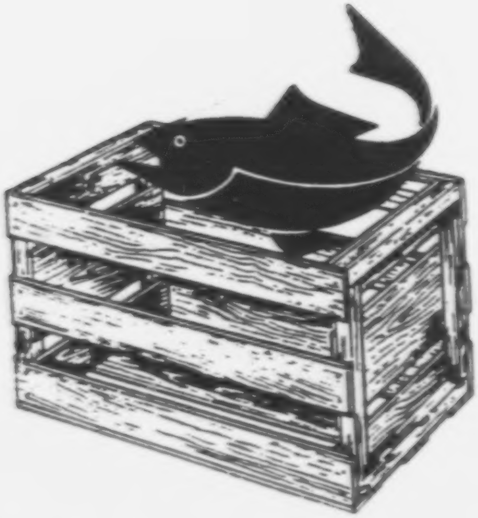
5. Selects out bad fruit, vegetables or fish.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination



FISH-LIVER-SORTER (521.687-062)

Sorts fish liver according to quality and type.

JOB DUTIES:

1. Sorts fish livers, according to species of fish and size, shape, color, and texture of liver.
2. Cuts liver from viscera, using knife, and places liver in specified tub.
3. Discards diseased, spoiled, and poor quality liver.
4. May clean and fillet fish.
5. Keeps knives sharp.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FLOOR ATTENDANT (579.687-018)
ALSO FLOW FLOOR ATTENDANT: TURN-OUT WORKER

Performs any combination of the following tasks in forming department to facilitate manufacturing of glass products, such as bottles, containers and other glassware.

JOB DUTIES:

1. Hauls molds, mold components, and machine parts to and from forming department for job changes and transports cullet (waste glass) from department to storage area, using forklift or handtruck.
2. Supplies machine operators with graphite solution and swabs used to prevent sticking of glass to molds.
3. Sweeps department, using broom to keep work area clean.
4. Assists machine operators by observing automatic transfer mechanism that moves product from forming machine to annealing lehr to prevent jams, filling lubrication dispenser with oil, blowing debris off machine, using airhose.
5. May adjust speed of annealing lehr.

Functional Competencies

Things/People Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

FLOATATION-TENDER HELPER (511.687-018)

Maintains floatation devices.

JOB DUTIES:

1. Scrapes caked waste material from sides of floatation cells, and washes cells with water.
2. May ream out air passages of agitators, using steel rod.
3. May collect samples of pulp and concentrate at prescribed intervals for analysis.
4. May assist in dismantling and repair of equipment.
5. May record details of operating conditions in log.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

FLUX-TUBE ATTENDANT (519.687-018)

Mixes flux for graphite tubes and replaces tubes and chemical supply tanks on aluminum remelt furnaces.

JOB DUTIES:

1. Mixes silicon aluminum paint solution (Flux) and dips ends of new graphite tubes into solution to coat them.
2. Transports tubes and tanks of chlorine and nitrogen to furnaces, using handtruck.
3. Turns valves to shut off flow of chlorine and removes tubes from furnace, using handtools.
4. Discards broken tubes and installs new ones.
5. Cleans usable parts using wirebrush, and installs them to specified depth.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Discrimination   High Perceptual Discrimination

HAZARDOUS

FOOD MIXER (520.687-034)

Mixes ingredients for bird food.

JOB DUTIES:

1. Mixes specified amounts of liquid and solid ingredients together to make bird foods.
2. Packs product into molds or containers.
3. Sweeps up area each day.
4. May record number of units completed.
5. Stacks and transfers materials.

Functional Competencies

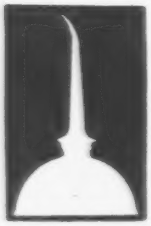
Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FORMING-MACHINE UPKEEP-MECHANIC HELPER (575.687-014)
ALSO MOLD CHANGER

Assists Forming-Machine Upkeep Mechanic in setting up and repairing bottle-forming machines and lubricates feeder chutes and molds.

JOB DUTIES:

1. Removes and replaces glass-forming molds and components and adjusts shears and orifice rings (furnace channel opening, according to instructions, using handtools.
2. Swabs or brushes feeder chutes and molds with oil or compound to prevent molten glass from sticking.
3. Lubricates machine parts, using oilcan.
4. Transfers molds to and from mold repair shop, using handtruck.
5. Assists mechanic in machine maintenance.



Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FRAME STRIPPER (559.687-046)

ALSO STRIPPER

Strips glue from frames.

JOB DUTIES:

1. Loosens and removes dry glue or gelatin from drying frames by striking frame with whip or by placing frame upside down on vibrating table.
2. Dumps glue or gelatin into hopper of grinding machine.
3. Turns on grinding machine.
4. Reports any unusual conditions to supervisor.
5. Cleans up work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level - None Reading Level - None
Minimal People Interaction Medium Perceptual Discrimination

FRESH-MEAT GRADER (529.687-106)

ALSO PICKLING GRADER

Inspects and sorts pork cuts, such as hams, shoulders, bellies and fat-backs, preparatory to curing.

JOB DUTIES:

1. Examines and feels meat for defects, such as bruises, thickness of skin, shape, and broken leg bones.
2. Segregates pork cuts not meeting standards.
3. Weighs and segregates cuts according to size and weight.
4. May push thermometer into meat to ascertain if it is too cold for processing.
5. Cleans up work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FRUIT STUFFER (524.687-014)
ALSO GARNISHER; ROLLER

Fills dried fruit with nuts to make confections.

JOB DUTIES:

1. Garnishes candy and fills dried or pitted fruit, such as prunes, dates, peaches, and figs, with nuts to make confections.
2. Places nuts on top or presses them into candy or fruit items.
3. Rolls candy in chopped or ground nut meats to coat product.
4. May be designated according to task performed.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FURNACE HELPER (553.687-014)

Maintains conveyor belt at a consistent flow.

JOB DUTIES:

1. Observes flow of sawdust on conveyors leading to carbon-producing furnace and adjusts feed gates as necessary to maintain uniform flow.
2. Positions sample cans under carbon-discharge spouts of furnace tubes and opens spouts to fill bottles for laboratory analysis, timing sample with interval timer.
4. Clears jams in feed and discharge conveyors, using rod.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GAMBRELER HELPER (525.687-034)

Supplies Gambreler with gamb sticks and moves animal carcasses to dressing stations.

JOB DUTIES:

1. Removes gamb sticks from overhead conveyor and stacks them for use by Gambreler.
2. Places trolley (two-wheeled device equipped with hanger to which gamb sticks are hooked) onto overhead conveyor rail so that carcasses can be hung.
3. Positions animal carcasses on table or overhead conveyor.
4. Pushes carcass on overhead rail to various dressing stations.
5. May slit leg tendons on carcass, using knife, to facilitate insertion of gamb sticks.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Low Perceptual Discrimination

GAMBRELER (525.687-030)

ALSO HANGER-OFF

Prepares animal carcasses for butchering.

JOB DUTIES:

1. Hangs animal carcasses on overhead rail preparatory to dressing.
2. Slits skin to expose tendons in hind ankles, using knife, and inserts gamb stick (hooked metal or wooden rod) between tendon and ankle bone to spread legs.
3. Hooks gamb stick to trolley on overhead rail and pushes carcasses to next work station.
4. Cuts flesh between toes of carcass and removes toenails.
5. Maintains sharp knives.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

GENERAL HELPER (529.687-094)

Carries supplies to work area, forming cartons for packing, feeding cans onto conveyor, removing scrap, cleaning work area, and reclaiming oil stock from damaged containers.

JOB DUTIES:

1. Dumps containers into steam tub, and covers tub.
2. Opens valve to introduce heat to melt and reclaim contents.
3. Cleans work area using brooms, mops, and detergents.
4. Performs other duties as assigned.
5. May use truck or hoist to transfer materials.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GENERAL MATCHER (582.687-022)

ALSO SHADE MATCHER; STACK MATCHER; STRIP SHADER; TEAR-DOWN MATCHER

Inspects dyed or printed cloth and matches color shade.

JOB DUTIES:

1. Examines roll or folded cuts of dyed or printed cloth for variations in color shade, and sorts cloth according to shade, preparaatory to shipment.
2. Cuts offshade portions from cloth with scissors.
3. Stacks identical cuts of cloth together on handtruck.
4. May compare swatches from opposite ends of cloth piece to detect variation of color within piece.
5. Transports material with handtruck.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GLASS INSPECTOR (579.687-022)

Visually inspects plate glass or glass products for defects, such as scratches, cracks, chips, holes, or bubbles.

JOB DUTIES:

1. Places workpiece on inspection stand or table.
2. Visually examines workpiece and marks defects.
3. Rejects or classifies pieces for potential use, such as mirrors, glass panes, or furniture tops.
4. Scrapes or washes foreign material from surface, using scraper, sponge, or brush.
5. May clean or polish glass by washing with water or solvent and drying with cloth.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GLASS-PRODUCTS INSPECTOR (579.687-030)

ALSO SELECTOR; INSPECTOR, MACHINE-CUT GLASS; INSPECTOR-PACKER, GLASS CONTAINER

Inspects finished glassware for conformance to quality standards.

JOB DUTIES

1. Examines glassware for defects, such as cracks, chips, reams (wavy distortions), discolorations, and blisters.
2. Verifies weight and dimensions of glassware, such as height, circumference, thickness, and bottle throat openings, using templates, jigs, micrometers, and fixed gages; or monitors automatic gaging equipment that measures glassware.
3. Examines glass for annealing defects, using polariscope.
4. Removes glassware to unjam automatic equipment.
5. Throws rejects in cullet (waste glass) bin.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GLAZE TILE SORTER (573.687-038)
ALSO TILE SORTER

Sorts glazed tile according to color and shade.

JOB DUTIES

1. Picks up tile from tray, compares it against color shades on color sample board, and sorts according to shade variations.
2. Examines tile for defects, such as cracks, spots, warping, and dents, and grades it according to quality.
3. Keeps records of the tile rejected.
4. May pack tile in cartons.
5. Keeps work area organized.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

GRADER, DRESSED POULTRY (529.687-102)

Examines and grades dressed poultry.

JOB DUTIES:

1. Removes dressed poultry from conveyor, and examines color of skin.
2. Feels poultry for presence of bruises, deformaties, and pin feathers.
3. Grades accordingly for quality and size.
4. Sorts poultry into specified containers according to grade.
5. May weigh filled containers and record weight of each grade of poultry.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GRAIN-MILLER HELPER (521.687-082)

ALSO MILLER HELPER, DISTILLERY

Assists Miller, Distillery (distilled liquors) to clean and grind into meal for use in distillation of distilled liquors.

JOB DUTIES:

1. Adjusts grain and meal discharge chutes on storage tanks.
2. Removes covers from storage tanks to admit gain and meal.
3. Changes vibrating screens on cleaning machines, using handtools.
4. Places empty grain sacks over discharge ends of cleaning machines to collect dust and refuse.
5. Assists Miller, Distillery (distilled liquors) to make minor repairs to pumps, air-conveyor chutes, and machines.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GRAIN PICKER (529.687-110)

Separates and weighs samples of grain preparatory to grading.

JOB DUTIES:

1. Pours gain sample into hopper of sample divider and pulls lever to allow grain to fall through divider into two receptacles.
2. Removes and weighs specific amount of grain from each receptacle to obtain representative but reduced sample.
3. Pours sample into cleaning mill (dockage tester) or through sieve of standard mesh to remove foreign matter.
4. Smells and examines sample to determine if grain is sour or musty, or to detect damage from excessive heat or moisture.
5. Pours grain sample into standard quart kettle, weighs sample, and reads conversion chart to obtain weight per bushel.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GREEN-HIDE INSPECTOR (525.687-042)
ALSO HIDE INSPECTOR; HIDE GRADER; PELT INSPECTOR

Inspects animal hides, pelts, and slunk (unborn animal) skins for blemishes and grades them according to condition, size and weight.

JOB DUTIES:

1. Spreads hides, pelts, or skins on floor and examines or probes them with wooden skewer to detect defects, such as grub holes, cuts, brands, and residual meat and fat to determine grade.
2. Outlines defective areas on diagram.
3. Records grade of hide on tag according to condition, size and weight, and attaches tag to hide.
4. May trim excess fat from flesh, and cut off snout, ears and tail, using knife.
5. May place hides in curing vat.

Functional Competencies

Things/Data   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

GREEN-PIPE INSPECTOR (575.687-030)
ALSO PRESS-PIPE INSPECTOR

Examines sewer pipe for defects.

JOB DUTIES:

1 Scans and feels exterior and interior of sewer pipe for blisters, cracks, or hollow areas.
2. Marks unsatisfactory pipe, using chalk.
3. May count rejected pipe sections.
4. Keeps record of location and type of defect.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things   Light Physical Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

GUM PULLER (520.687-038)

Conveys lump chewing gum from mixer and dumps gum into hopper of machine that rolls and scores gum sheets.

JOB DUTIES:

1. Positions cart under door of mixer.
2. Sprinkles sugar by hand over interior surfaces of cart to prevent gum from sticking.
3. Tilts mixing machine and opens door.
4. Pulls quantity of gum from mixer, cuts it with knife, and drops gum into cart.
5. Pushes cart into position over hopper of scoring machine.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAMMER-MILL OPERATOR (515.687-010)
ALSO SHREDDER OPERATOR

Performs any combination of the following duties.

JOB DUTIES:

1. Prepares iron and steel machine-tool cuttings for use in making ferrosilicon.
2. Breakes scraps up in hammer mill.
3. Selects scraps of desired thickness.
4. Sorts metal from dust or debris.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HANDS-SIZE SORTER (529.687-142)
ALSO LEAF-SIZE PICKER

Sorts hands of tobacco according to size.

JOB DUTIES:

1. Places hands of same size leaves on conveyor leading to ordering machine.
2. Maintains safety standards.
3. Carries hind legs from one location to another.
4. May need to stun animal.
5. Keeps available supply of trolley hooks or gamb sticks.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

HANGER (525.687-086)
ALSO SHACKLER

Chains hind legs of stunned animals, such as cattle, sheep and hogs, to hoist or conveyor that suspends animals for slaughtering process.

JOB DUTIES:

1. May place trolley hooks or gamb stick in leg tendon of animal to raise them.
2. Maintains safety standards.
3. Carries hind legs from one location to another.
4. May need to stun animal.
5. Keeps available supply of trolley hooks or gamb sticks.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

HEAD-BONE GRINDER (521.687-130)
ALSO SKULL GRINDER; TURBINATED-BONE GRINDER

Picks up split and brained hog head and holds nasal passages against revolving emery wheel to clean out dirt.

JOB DUTIES:

1. Removes dirt from ear passages.
2. Throws hog head in container.
3. Maintains safety standards in operating emery wheel.
4. Replaces emery stone when needed.
5. Cleans up work area as required.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****HAZARDOUS****

HIDE HANDLER (525.687-038)
ALSO HIDE SELECTOR; PELT SALTER; SALT SPREADER; HIDE SALTER; HIDE SHAKER; HIDE SPREADER

Salts (cures) and trims hides to prepare hides for storage or shipment performing any combination of following tasks.

JOB DUTIES:

1. Spreads hides, flesh side up, in layers on pile.
2. Shovels and spreads salt over each layer of hides to preserve (cure) hides.
3. Drags cured hides from pile and strikes hide against table to remove caked salt or sweeps salt from hides, using broom.
4. Trims ears, ragged edges, snout skin, tail and excess flesh from hide, using knife.
5. Folds hides, flesh sideinward, and ties cord around bundle.

Functional Competencies

Things Heavy Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HOG-HEAD SINGER (525.687-098)

Singes hair from carcasses of suspended hogs to prepare them for further processing, using torch.

JOB DUTIES:

1. Inserts end of butcher's steel in nostril of hog to remove hair.
2. May be designated according to part of hog singed.
3. Maintains torch and pressure levels.
4. Adheres to safety standards in operating torch.
5. Cleans up excess hair and work area.

Functional Competencies

Things   Heavy Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

HAZARDOUS

HOP WEIGHER (520.687-042)

Weighs hops used in brewing beer.

JOB DUTIES:

1. Selects bale of prescribed hops from storage area in hop room and transports bale to work area, using handtruck.
2. Opens burlap wrapping of bale, using knife.
3. Breaks bale into chunks and throws chunks into basket on platform scale.
4. Fills basket to prescribed number of pounds.
5. Wheels filled baskets to brew kettles.

Functional Competencies

Things   Medium Physical Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

HOT-HOUSE WORKER (549.687-014)

Replaces burner tips, gas pipe and carbon-collecting channels (flat surfaces) in hot houses (burner enclosures) used to produce carbon black by channel process, using wrenches and pipe-fitting tools.

JOB DUTIES:

1. Cleans carbon dust from equipment and work area, using brooms and brushes.
2. Wears face mask and safety cloths.
3. Keeps cleaning tools in good working order.
4. Reports any unusual conditions to supervisor.
5. Cleans burner tips using brushes and solvents.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HULLER OPERATOR (521.687-118)

Cracks nuts, such as pecans, brazil nuts, and walnuts, using vise.

JOB DUTIES:

1. Picks out nut meats and drops meat in container.
2. Brushes aside shells.
3. Discards bad nuts.
4. Cleans up work area.
5. May lift containers full of nut meats onto hoist.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

IMPREGNATOR (554.687-010)
ALSO SPREADER

Impregnates fiberglass mating and other fabric materials with resin compounds for use in laminating plastic products.

JOB DUTIES:

1. Places cellophane or wax paper on worktable and spreads resin compounds over sheet evenly with hand spreader.
2. Places precut fabric matting on resin and rolls it with wire-mesh-covered roller to saturate matting.
3. May weigh specified quantities of plastic ingredients on scale and dump them into containers for use in molding plastic products.
4. May pour premixed resins into saturating tank and thread fabric through rollers of impregnating machines to prepare material for laminating.
5. May cut specified patterns from impregnated fabric, using template, hand shears, and knife.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

INSPECTOR (529.687-114)

Inspects candy or chewing gum in containers or on conveyor to insure that it is formed, coated, cupped, wrapped, or packed according to plant standards.

JOB DUTIES:

1. Weighs containers.
2. Rewraps, recups, rearranges, or replaces pieces not meeting standards.
3. May stamp date of inspection on boxes or return them to packing department with reason for rejecting.
4. May pack boxes in shipping cartons.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaciton Low Perceptual Discrimination

INSPECTOR, CANNED FOOD RECONDITIONING (529.687-118)

ALSO SMELLER

Smells opened cans of food products as they pass on conveyor to detect spoilage as indicated by odor.

JOB DUTIES:

1. Sets aside rejected cans of food for disposal.
2. Reports any unsatisfactory conditions immediately to supervisor.
3. Maintains clean work area.
4. May keep record of spoiled food by batch number.
5. Observes color and condition of canned food products.

Functional Competencies

Things   Light Physical Strength   Continuous Man Dexterity
Math Level-None   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, RAG SORTING (530.687-010)

ALSO RAG INSPECTOR

Examines rags to verify that they have been sorted according to color, quality, type, and condition.

JOB DUTIES:

1. Examines rags that foreign matter, such as clips, buttons, and elastic, have been removed.
2. Sorts out rags that have been misplaced.
3. Weighs rags and records weight.
4. Trucks rags to cutting machines.
5. Assists others as required.

Functional Competencies

Things/Data   Light Physical Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

IRISH-MOSS OPERATOR (529.382-030)

ALSO DRY-MACHINE OPERATOR; WEED-COOKING OPERATOR

Operates centrifugal separator pressure cooker, drum drier, hammer mill, and air separator to proces Irish moss (carragen) into powdered stabilizer used in food processing.

JOB DUTIES:

1. Pumps boiled mixture from holding tank into centrifugal separator and starts machine to separate moss from mixture.
2. Pumps mixture from centrifuge to pressure cooker.
3. Weighs out and adds specified amounts of powdered ingredients.
4. Turns steam valves and observes pressure gages on pressure cooker to cook mixture for specified time.
5. Pumps mixture to drier and turns valve to heat drier to prescribed temperature and reduce product to solid form.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

KETTLE CHIPPER (559.687-062)

Cleans storage tank and glass-lined high-pressure reaction vessels used in production of copolymer synthetic rubber.

JOB DUTIES:

1. Turns vacuum system valves to remove vapors from vessels, and locks electrically driven agitator in position.
2. Steams and ventilates vessels, using steam and airhoses.
3. Removes solidified resin from vessel and cleans inner surfaces and equipment, using sparkproof safety tools, cleaning compounds, and waterhose.
4. May test fumes with explosion meter to determine presence of explosive mixture of gases.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

KILN-BURNER HELPER (573.687-026)

Assists Kiln Burner in baking clay products, such as tile, sewer pipe, brick, and refractories, in periodic or tunnel kilns.

JOB DUTIES:

1. Pushes loaded kilncars into kilns and driers, using hydraulic ram.
2. Removes cars from kilns or driers, using carpuller.
3. Transports loaded or empty cars from kiln tracks to car siding, sorting, or storage area, using electric-transfer car.
4. Lubricates kilncars, using grease gun.
5. Opens and closes kiln doors.

Functional Competencies

Things Medium Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

KILN LOADER (523.687-018)

Performs any combination of the following tasks.

JOB DUTIES:

1. Spreads germinated barley or green hops on kiln floor to dry.
2. Holds and directs swing chute to discharge and spread barley or hops evenly over floor.
3. Levels barley or hops using fork.
4. Loosens lock bolts to holding-kiln floor screens and drop barley or hops onto next drying floor or into storage hopper or pushes product into lower bin, using scraper.
5. May clean and scrub malthouse floors.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

KILN MAINTENANCE LABORER (573.687-022)
ALSO KILN WORKER; KILN CLEANER

Performs routine tasks concerned with maintenance and repair of kilns under direction of such workers as Kiln Placers or Bricklayers.

JOB DUTIES:

1. Carries and places Kiln bricks.
2. Maintains proper methods for lifting.
3. Cleans-up wire area.
4. Follows direction of Kiln Placer or Bricklayer.
5. Maintains safety standards.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

KILN-SETTER HELPER (573.687-030)
ALSO SETTER HELPER

Loads and moves clay products on kilncars.

JOB DUTIES:

1. Follows proper methods for lifting.
2. Maintains safety standards with moving kilncars.
3. Assists Kiln Setter as required.
4. Cleans up work area.
5. Follows directions of Kiln Setter.

Functional Competencies

Things Heavy Phys Strength Intermit Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

KISS SETTER, HAND (529.687-122)

ALSO SEA-FOAM-KISS MAKER

Performs any combination of the following tasks.

JOB DUTIES:

1. Picks up quantity of candy with fork and rolls and shapes it against spatula to shape candy kisses.
2. Places formed kisses on wax paper or tray to harden.
3. Places candy in containers after hardening.
4. Stacks containers on shelves.
5. Keeps work area clean and neat.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

KOSHER INSPECTOR (529.687-126)

Observes milking of cows to insure compliance with Jewish dietary laws governing collection and storage of milk prior to processing and sale.

JOB DUTIES:

1. Maintains records of processed milk which meet compliance.
2. Signs verification documents.
3. Reviews Jewish dietary laws.
4. Reports any infractions of standards.
5. Follows prescribed guidelines fosr inspection.

Functional Competencies

Things/People Light Phys Strength Low Manual Dexterity
Math Level-Third Reading Level-Sixth
Intermittent People Interaction Low Perceptual Discrimination

LABEL DRIER (532.687-010)

Dries phonograph labels in oven for use by record-press section.

JOB DUTIES:

1. Obtains specified labels from stock and spreads them on drying racks of oven.
2. Turns dial of automatic timer to start drying cycle.
3. Removes dried labels from racks and separates labels by title.
4. Stacks labels on warming plates near record presses, according to production schedule.
5. Collects, sorts, and returns unused labels to storage at end of shift.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

LABORER (590.687-010)

Performs any combination of following tasks in candlemaking plant.

JOB DUTIES:

1. Rethreads mold in casting machines with wick material from spools.
2. Mixes batches of colored wax, according to established formulas.
3. Cleans wax reservoir, vats, and processing equipment, using water, soap and detergents.
4. Loads and unloads trucks.
5. Carries or handtrucks materials, products, and equipment to workers or warehouse.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

LABORER (529.687-130)

Performs any combination of the following task in a slaughtering and meat packing establishment.

JOB DUTIES:

1. Holds meat while it is being cut.
2. Straightens and washes carcasses or parts on conveyor lines.
3. Distributes meat to various sow areas for further processing, using cart.
4. Scrapes excess meat from surfaces of filled casings, such as sausages and bologna, and hangs them on conveyor racks.
5. Pushes conveyor racks, hanging attachments and meat carts, to various departments.

Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

LABORER, COOK HOUSE (551.687-022)

Performs any combination of the following duties to process stock (animal skins, splits, fleshings, and trimmings) for use in making glue or gelatin.

JOB DUTIES:

1. Moves stock to kettle upon signal from Cook (glue), using handtruck, and dumps stock into kettle.
2. Turns valve to fill kettle with water to submerge stock.
3. Skims grease from surface of water in kettle, using skimmer.
4. Cleans kettle, using shovel, brushes, and water.
5. Packs bottom of kettle with excelsior used to filter broth drained from kettle.

Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

LABORER, GENERAL (519.687-026)

Performs any combination of following tasks as directed by workers engaged in crushing, sampling, smelting, refining, loading and moving ore and other materials and cleaning machines and equipment.

JOB DUTIES:

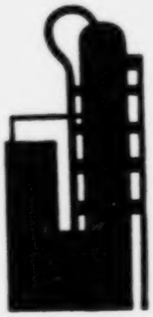
1. Loads and unloads material from freight cars or trucks, manually or using hoist, conveyor, or handtruck.
2. Sifts and screens materials, using screen and shovel.
3. Fills sacks or barrels with materials, such as arsenic, nickel and selenium.
4. Weighs materials, such as ore and scrap.
5. Shovels scrap into trucks and storage bins or sorts and stacks scrap.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, PETROLEUM REFINERY (549.687-018)
ALSO LABORER, GENERAL; PROCESS HELPER

Performs any combination of following tasks in refinery.



JOB DUTIES:

1. Digs ditches, builds dikes and levees, and fills holes with earth, rock, sand and asphalt gravels, using pick and shovel.
2. Smooths ground surfaces and roadways, using hand tamper.
3. Cleans refining equipment.
4. Removes debris from roadways and work areas, and sprays and hoes weeds.
5. Shovels sand and gravel off vehicles and dumps or shovels cement to sand into mixers.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LABORER, PRESTRESSED CONCRETE (575.687-018)

Performs any combination of following duties involved in preparing forms and pouring concrete to make prestressed structural beams.

JOB DUTIES:

1. Cleans forms, using hammer, scraper, and brush, and sprays form with oil to prevent adhesion of concrete.
2. Places reinforcing steel cage in form, using power winch.
3. Pushes stressing cables through form, threads ends through guide holes in end plates, and clamps end of cables to plate.
4. Tightens nuts at base of form with power wrench and inserts spacer bars and locking pins at intervals along top of form to maintain specified dimensions of form.
5. Clamps vibrators in holders on sides of form.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LABORER, SIRUP MACHINE (521.687-074)

Performs any combination of the following tasks.

JOB DUTIES:

1. Collects rejected cans of corn sirup.
2. Pours contents of rejected cans into strainer that removes impurities.
3. Cleans work area and reservoir of filling machines, using water, brushes, and mop.
4. Carries cans and supplies to machines.
5. Follows cleanliness and safety standards.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LEAD HANDLER (519.687-018)

Performs any combination of following duties in shot tower to facilitate production of small arms ammunition.

JOB DUTIES:

1. Unloads lead pigs from freight car and conveys and stacks them, using electric forklift truck.
2. Loads specified proportions of lead and antimony-lead pigs onto conveyor, using electric hoist.
3. Opens and closes valves, using metal hook, to direct conveyor flow of scrap shot to designated storage bins at top of shot tower.
4. Lights fires under lead melting kettles and dross converter.
5. Dumps or shovels scrap lead or dross into kettles or converter.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

LEAF SORTER (529.687-134)
ALSO SELECTOR; WRAPPER-LEAF INSPECTOR

Sorts tobacco leaves according to color and condition for use as cigar wrappers or binders.

JOB DUTIES:

1. Select leaves without obvious defects from bundle and lays them on booker bench (curved-top stand over which leaves are draped).
2. Examines leaves for color variation, tears, tar spots, tight grain and size under specifications.
3. Places leaves not suitable for wrapper in separate pile.
4. Folds wrapper leaves into bundles for stripping.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LEAF TIER (529.687-138)

Performs any combination of the following duties.

JOB DUTIES:

1. Ties tobacco leaves in hands (bundles) to facilitate processing.
2. Selects loose leaves for hand and arranges leaves with butt ends together.
3. Winds tie leaf around butts and pulls end of tie leaf into hand.
4. Maintains clean work area.
5. Examines leaves for discoloration.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LIGHTOUT EXAMINER (529.687-146)

Performs any combination of the following tasks.

JOB DUTIES:

1. Examines interior and exterior of washed tanks, metal barrels, or kegs for cleanliness and to detect corrosion.
2. Crawls into tank or inserts light through bunghold to examine interior of container.
3. Removes corroded and dirty barrels or kegs from conveyor.
4. Reports any unusual conditions to supervisor.
5. Examines leaves for discoloration.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LIPSTOCK MOLDER (556.687-022)

ALSO MOLDER, TOILET PRODUCTS; SUPPOSITORY MOLDER

Fills molds with heated mixture to form drug and toilet products, such as lipsticks, deordorant, and eyeshadow sticks.

JOB DUTIES:

1. Pours or opens valve to admit mixture slowly into mold cavities to avoid forming bubbles.
2. Places mold on chilling plate or in refrigerator, or starts fan to cool and congeal contents.
3. Scrapes excess materials from mold, using spatula.
4. May open mold and remove formed product.
5. May insert lipstick cases or other containers into molds to hold and form product.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LIQUOR-BRIDGE-OPERATOR HELPER (521.687-078)

Routes flow of wash water from char filter as directed by Liquor-Bridge Operator.

JOB DUTIES:

1. Prepares filter-record board, showing filters to be filled with liquor.
2. Ties clean pockets on filter discharge nipple to prevent splashing in weir boxes.
3. Changes weir boxes to divert flow of sweetwater (wash water from filter containing sugar) or waste water to specified tanks or bays, noting changes on filter record board.
4. Tests water for density to ascertain sugar content, using hydrometer.
5. Bottles samples of liquor and sweetwater for laboratory analysis.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

MACHINE-CASTINGS PLASTERER (519.687-030)

Caulks machine castings, using putty knife or trowel.

JOB DUTIES:

1. Measures out required amount of metallic plaster.
2. Mixes metallic plaster into paste of specified consistency.
3. Applies paste to surface of machine castings, filling cracks and blowholes and leveling rough spots, using putty knife or small trowel.
4. Allows putty to dry, and sands plaster to smooth surface.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MAT INSPECTOR (575.687-022)

Examines mat of fiberglass insulation material for defects, picks out spots and foreign matter, and cuts out nonstandard portions.

JOB DUTIES:

1. Scans mat for defects as mat passes inspection station of mat machine and picks out grease and binder spots and foreign matter, using knife.
2. Lowers blade to cut thick or thin spots of mat that fail to meet standards.
3. Records defect and mat machine downtime on production records.
4. Aids Mat-Machine Operator in guiding mat under pressure rollers, over inspection light, and slitting knives, and under automatic cutters.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

MAT SEWER (529.687-154)

Performs any combination of the following tasks.

JOB DUTIES:

1. Repairs mats used in pressing oil from linseed.
2. Lifts slide on raw-sugar box to allow sugar to fall on drags.
3. Breaks up sugar lumps in box, using scraper.
4. Shifts slides to rotate drawing of sugar from box and to prevent caking and buildups.
5. Draws samples of raw sugar for laboratory analysis.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MELT-HOUSE DRAG OPERATOR (529.687-158)

Regulates flow of raw sugar from raw-sugar to drags (conveyors) and elevators.

JOB DUTIES:

1. Starts drags.
2. Lifts slide on raw-sugar box to allow sugar to fall on drags.
3. Breaks up sugar lumps in box, using scraper.
4. Shifts slides to rotate drawing of sugar from box and to prevent caking and buildups.
5. Draws samples of raw sugar for laboratory analysis.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MERCERIZER (551.687-034)
ALSO STEEPING-PRESS OPERATOR

Performs any combination of the following duties.

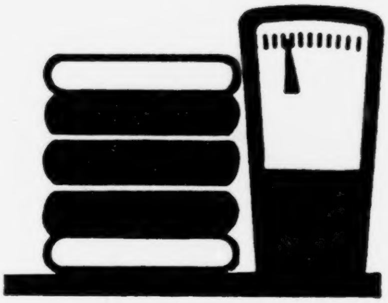
JOB DUTIES:

1. Guides sheets of woodpulp, using in rayon production, as they are lowered mechanically into steeping presses or vats of caustic soda and pressed to remove excess alkali.
2. May weigh specified number of sheets, using scales.
3. May convey woodpulp to steeping machine, using handtruck.
4. Follows safety standards in operation of presses.
5. May keep records of specified number of sheets and weight.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS



MICA PATCHER (579.687-026)

Performs any combination of the following tasks.

JOB DUTIES:

1. Examines continuous sheet of built-up (bonded) mica for thin spots and foreign matter as mica emerges from oven onto inspection table.
2. Patches thin spots, using mica splittings and picks out foreign matter.
3. Removes lengths of build-up mica from delivery end of machine and stacks mica on table.
4. Reports any unusual conditions to supervisor.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOISTURE-METER OPERATOR (529.687-162)
ALSO TAG-METER OPERATOR

Tests moisture content of tobacco in various stages of processing by either of the following methods.

JOB DUTIES:

1. Places tobacco sample in electrical moisture meter and turns on current.
2. Observes meter indicator and compares reading with conversion chart to determine moisture content.
3. Records date, time temperature, moisture content, and meter reading for each sample tested.
4. Weighs sample of tobacco and places sample in oven.
5. Removes and weighs sample after specified time.

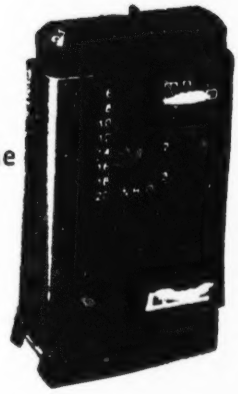
Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

MOISTURE TESTER (563.687-014)

Performs any combination of the following tasks.

JOB DUTIES:



1. Verifies moisture content of dried lumber, using portable electrodes of meter into lumber and reads meter to determine moisture content.
2. Removes and stacks pieces that do not meet specified percentage of moisture content.
3. May keep record of moisture content of drying lumber.
4. Operates hoist.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

MOLD CLEANER (556.687-018)

Cleans, stores, and distributes molds used to form rubber goods.

JOB DUTIES:

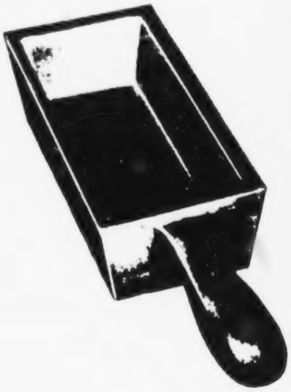
1. Conveys molds to presses according to work orders, manually or using handtruck.
2. Sprays molds with steam to remove protective oil or cleaning fluid.
3. Immerses used molds in tank of hot cleaning fluid, manually or using hoist, to loosen adhering rubber particles.
4. Removes rubber particles from mold cavities, using hand or powered wire brush.
5. Brushes oil on mold before storing to prevent rusting.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

MOLD MAKER (518.687-018)

Assists Mold Maker in forming molds used in casting copper.



JOB DUTIES:

1. Measures and marks pouring level on insides of mold to obtain castings of specified weights, using rules or gages.
2. Sprays inner surface of iron plugs with lampblack to prevent copper from adhering to them.
3. Fastens plug in bottom of mold with locking pin.
4. Sprays molds with steam or hot water to heat them to specified casting temperature.
5. Cleans splashed copper from mold car, using hammer and chisel.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MUD-MIXER HELPER (549.687-022)

Performs any combination of the following duties.

JOB DUTIES:

1. Shovels clay, cinders, coke dust, and refuse scraped from oven doors into wheelbarrow, and transfers materials to Mud-Mixer Operator for mixing and eventual use in sealing coke-oven doors.
2. Unloads mixed mud from trucks at mud distribution stations, using shovel and wheelbarrow.
3. May clean coke-oven doors and sandpipes, using rags.
4. Reports any unusual conditions to supervisor.
5. Keeps work area clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

NAPHTHALENE-OPERATOR HELPER (551.687-026)

Performs any combination of the following duties.

JOB DUTIES:

1. Assists Naphthalene Operator in separating naphthalene from chemical drain oil used to wash code-oven gas or tar distillants.
2. Shovels crystallized naphthalene from cooling pans into wheelbarrow.
3. Breaks up large pieces of naphthalene, and transports material to centrifugal drier.
4. Reports any unusual conditions to supervisor.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS - ODOR

NECK PINNER (525.687-050)
ALSO NECK SKEWER

Performs any combination of the following duties.

JOB DUTIES:

1. Pushes skewer into neck meat of suspended beef halves to pin flabby meat together after head has been removed.
2. May roll shrouded carcass with handtool to give it a smooth appearance.
3. May carry or push beef halves to storage.
4. Keeps skewers and handtools clean.
5. Keeps work area clear and follows safety standards.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

NET WASHER (599.687-022)

Performs any combination of the following tasks.

JOB DUTIES:

1. Washes stainless steel electronic testing nets to remove printing ink and dust.
2. Immerses net in soapy water and cleans nets, using handbrush.
3. Inspects nets for broken links or snags and sets aside defective nets.
4. Hangs nets on rack and starts fan to dry them.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

NUT STEAMER (521.687-090)
ALSO STEAMER OPERATOR

Immerses nuts in hot water to soften shells to facilitate shelling process.

JOB DUTIES:

1. Turns valve to fill vat or kettle with water.
2. Starts heaters and sets temperature gage to maintain required temperature.
3. Places nuts, such as almonds, pecans, or walnuts, into wire basket, and lowers basket into vat of hot water, using hoist.
4. Removes basket from vat after specified time.
5. Maintains water at specified temperature.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ODD BUNDLE WORKER (529.687-166)

Performs any combination of the following tasks.

JOB DUTIES:

1. Alines tips of leaves, fed onto conveyor by other workers, against guide rail of conveyor to insure tips will be cut to uniform length by power knife.
2. Keeps work area clear and clean.
3. Sorts out bad leaves.
4. Follows safety standards working around power knife.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

OFFAL ICER, POULTRY (525.687-054)

Performs any combination of the following tasks.

JOB DUTIES:

1. Shovels ice into chicken offal (waste parts) container to cool the waste and retard spoilage.
2. Loads and removes containers, using handtruck.
3. May tend baling machine to bale wet feathers.
4. Follows safety standards operating handtruck and baling machine.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

OPEN-HEARTH-FURNACE LABORER(512.687-014)

Performs any combination of the following duties involved in operation of open-hearth furnaces.

JOB DUTIES:

1. Moves controls to open and close furnace doors.
2. Removes molten metal in low spots or pockets of furnace floor, using air lance.
3. Shovels refractory materials onto furnace bottom.
4. Transports additives from bins to furnace.
5. Shovels additives into furnace and ladle.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-HEAT/ODOR****
****HAZARDOUS****

ORDER RUNNER (525.687-058)

Prepares smoked meat for packing and further processing.

JOB DUTIES:

1. Removes specified smoked meats from bins and racks, and places them on conveyors leading to packing room.
2. Wipes salt and moisture from smoked hams.
3. Inserts hooks in smoked meats and hangs them on racks for further processing.
4. Maintains clean work area.
5. Selects out spoiled meat.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ORIENTAL-RUG STRETCHER (580.687-010)
ALSO RUG-STRETCHER

Stretches oriental rugs to restore shape of rug and remove wrinkles or misshapen areas of rug.

JOB DUTIES:

1. Places rug face down on floor or table.
2. Pulls edges, by hand or using stretching device, and places weights on rug or tacks edges of rug to floor or table.
3. Applies warm sizing solution to back of rug, using brushes, spray gun, or sprinkler.
4. Removes weights or tacks when sizing has dried.
5. Cleans work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PADDER (589.687-030)
ALSO PAD MAKER

Prepares sample pads of textile fibers by hand for use in comparing textile batch color with standard.

JOB DUTIES:

1. Cards fibers received from dyeing process, using brush, and dries fibers in oven.
2. Weighs dried fibers, mats specified weight into pads, and washes and dries pads.
3. Cuts excess fibers from pads, using scissors.
4. Attaches identification tags to pads.
5. May blend different colored fibers to determine quantity of each color required to make specified shade.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

PAINTER, DEPILATORY (525.687-062)

Performs any combination of the following tasks.

JOB DUTIES:

1. Prepares sheep pelts for removal of wool.
2. Positions pelt on table, hair side down, and brushes depilatory solution on pelt to loosen wool.
3. Folds pelt and hangs it on hook to dry.
4. Loads handtruck with dried pelts and pushes it to Wool Puller.
5. Keeps work area clear and clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PEELED-POTATO INSPECTOR (521.687-094)
ALSO POTATO SPOTTER

Performs any combination of the following tasks.

JOB DUTIES:

1. Inspects peeled potatoes, passing on conveyor belt.
2. Picks out rotten potatoes.
3. Cuts out unsuitable parts and halves over-sized potatoes, using knife.
4. Maintains sharp knives.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PICKING BELT OPERATOR (521.687-102)

Performs any combination of the following tasks.

JOB DUTIES:

1. Picks stems, stones, metal or wood not eliminated by trash-picking machine from conveyor to prevent damage to beet knives.
2. May trim tops from beets to prevent clogging of knives in slicers.
3. Follows safety standards working with beet knives.
4. Maintains clean work area.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PIPE STRIPPER (575.687-026)

Moves metal molds containing wet concrete from pipemaking machine to steam-cooking area, using truck or handtruck, and removes mold from concrete.

JOB DUTIES:

1. Hooks pickup arms attached to frame of handtruck under lugs on both sides of standing metal mold, and lifts and removes filled mold from pipemaking machine.
2. Pushes truck to steam-cooking area and lowers mold to standing position on floor.
3. Unclamps and removes mold halves by hand.
4. Places mold halves around metal mold on floor near Concrete-Pipe-Making-Machine Operator.
5. Shovels spilled concrete into return hopper or floor opening.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PLASTIC-JOINT MAKER (590.687-014)

Casts plastic joints for sewer pipe in joint mold.

JOB DUTIES:

1. Removes dirt, dust, or grease from pipe, using airhose, rags, and solvent.
2. Examines pipe for straightness, chips, or cracks.
3. Brushes adhesive on end of pipe.
4. Loads pipe on conveyor, using air hoist.
5. Positions joint mold on pipe.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

PLATE-TAKE-OUT WORKER (500.687-010)

Removes storage-battery plates from forming tanks.

JOB DUTIES:

1. Submerges negative plates in water-filled tank truck to prevent excessive oxidation.
2. Stacks positive plates in dry tank.
3. May push loaded tank trucks to washing and drying room.
4. Follows safety precaution when working with sulfuric acid.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

PLUG SHAPER, HAND (520.687-050)
ALSO SHAPE HAND

Compresses lumps of tobacco into plugs of chewing tobacco in hand shapes, performing any combination of the following tasks.

JOB DUTIES:

1. Greases sinkers to prevent lumps from sticking, using cloth saturated with liquid paraffin or petrolatum.
2. Places sinkers and frames into shape boxes and fills frame cells with specified number of lumps.
3. Positions filled shape box under ram of hydraulic press and turns valve to lower ram onto shapes that compress lumps into plugs.
4. Removes shape boxes from press and sinkers and frames from shape box.
5. Knocks plugs from frame cells, using rake or metal bar.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

POTATO-CHIP SORTER (526.687-010)

Observes potato chips on conveyor and removes chips that are burned, discolored, or broken.

JOB DUTIES:

1. Discards unacceptable pieces in waste container.
2. Lifts waste containers onto hoist.
3. Reports any unusual conditions such as excess salt, fat to supervisor.
4. Maintains clean work area.
5. May rotate jobs with other processing workers such as bagger.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

POULTRY BONER (525.687-066)

Cuts, scrapes and pulls meat from cooked carcasses, using fingers and boning knife.

JOB DUTIES:

1. Pulls wings and drumsticks from carcasses.
2. Cuts along each side of breast plate, using knife, and peels meat from breast, using hands.
3. Pulls and scrapes meat from rest of carcass, using knife and hands.
4. Segregates light and dark meat into separate piles.
5. Discards wastes, such as skin, bones, and gristle, into waste containers.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

POULTRY-DRESSING WORKER (525.687-082)

Weighs, wraps, and prepares poultry for shipment or storage, performing any combination of the following tasks.

JOB DUTIES:

1. Loads dressed poultry into carts in layers, and shovels ice between layers to prevent spoilage.
2. Pushes filled cart to and from cold storage room.
3. Wraps dressed poultry in paper and packs it in shipping container.
4. Weighs poultry and marks weight on container.
5. May shovel ice into cooling machines.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS - COLD****

POULTRY HANGER (525.687-078)

Shackles and suspends live or slaughtered poultry from conveyor for killing, scalding, removal of feather or cleaning.s

JOB DUTIES:

1. Removes live poultry from shipping crates, or picks up slaughtered birds from playforms and chilling vats and hangs them by feet, neck or wings on shackles of conveyor.
2. Separates out bad poultry
3. Removes shipping crates from area.
4. Keeps chilling vats at constant temperature.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

POURER (556.687-026)

Fills curing mold with latex to cast foam rubber products by any of the following methods.

JOB DUTIES:

1. Inserts hose nozzle in opening of closed mold and twists hose clamp to control flow and fill mold with latex, observing vent overflow to determine when mold is full.
2. Pulls lever on bottom of mixing bowl to fill mold as mold is carried in position by conveyor.
3. Scoops excess latex from mold, using scraper to prevent overflow during curing.
4. May stir latex in mold, using paddle to remove air bubbles.
5. May feel latex to determine consistency.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PRESS PULLER (529.687-170)

Removes filter cloths from filter presses to unload separated solids used for making stock fee.

JOB DUTIES:

1. Opens press and inserts prying tool between plates to free filter cloths or turns wheel to release ram holding filter frames together.
2. Pulls cloths leaded with solids from press and shakes material onto conveyor or scrapes residue into pans with a spatula.
3. Replaces clean cloths betwen plates and closes press.
4. Shovels solids from pans into containers for further processing.
5. Turns valve to move hydraulic ram against plates and hold cloths in position.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

RACKER (524.687-018)
ALSO STICKER

Loads wire racks with cookies, crackers, and wafers preparatory to their being dipped in icing.

JOB DUTIES:

1. Removes wire rack from overhead trolley conveyor and places products on rack.
2. Lifts and hooks rack to conveyor.
3. May impale products on pins of wire rack.
4. Maintain clean work area.
5. Separates out any broken racks.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

RACKER (529.687-090)
ALSO FRESH-WORK INSPECTOR; SELECTOR; TABLE INSPECTOR

Inspects cigars from fresh-work cigar machine to determine conformance to standards.

JOB DUTIES:

1. Weighs random bundles of cigars to determine whether cigars are of prescribed weight and notifies Supervisor, Cigar-Making Machine (tobacco) when weight is not standard.
2. Inspects cigars for broken tobacco wrappers, soft spots, defective patches, and variations from standard length and discards defective cigars.
3. May place full boxes of perfect cigars in case.
4. Carries cases to loader.
5. Cleans-up work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS - HEAT

RACK-LOADER (590.687-018)

Performs any combination of the following tasks.

JOB DUTIES:

1. Loads felt-base floor coverings onto racks of oven for drying.
2. Strings pull-in cable and clamp through drying oven rack.
3. Fastens clamp to end of floor covering emerging from printing machine, and pulls floor covering onto oven rack.
4. Removes clamp and pull-in cable upon filling of loading rack.
5. Keeps work area clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

RESIN WORKER (525.687-094)
ALSO SHAVER

Removes hair and dirt from hog carcasses preparatory to further processing or marketing, performing any combination of the following tasks.

JOB DUTIES:

1. Shaves and scrapes suspended carcasses to remove dirt and hair, using knife and scraper.
2. Pulls off toenails, using hook.
3. Pulls lever to dip suspended hog into resin tank and peels off hardened resin to remove hair.
4. Applies hot resin with brush to remove remaining hair.
5. May remove eyelids, feet, and bruised areas with knife.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-HEAT****
****HAZARDOUS****

ROAST TIER (525.687-118)
ALSO TIER

Rolls and ties cuts of meat to form roasts.

JOB DUTIES:

1. Places cut of meat on table and rolls meat into circular shape.
2. Forces skewer threaded with twine through roll of meat at various points to hold roll in place.
3. Knots and cuts twine.
4. Keeps working area clean.
5. Discards spoiled meat.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

RODDING-ANODE WORKER (519.687-034)

Renews carbon anode assemblies used in electrolytic processing of aluminum by performing any combination of following duties.

JOB DUTIES:

1. Removes carbon blocks from conveyor, using hoist.
2. Feeds steel stubs on conveyor through bath solution to coat them with graphite.
3. Positions pouring ring and steel stub on carbon block.
4. Tilts crucible to pour molten iron around stub to cast it to block.
5. Bolts copper rod to stub, using wrench.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-HEAT AND ODOR****
****HAZARDOUS****

ROPER (529.687-150)

ALSO LINKER; SAUSAGE LINKER

Twists and ties casings filled with sausage to form links of specified length.

JOB DUTIES:

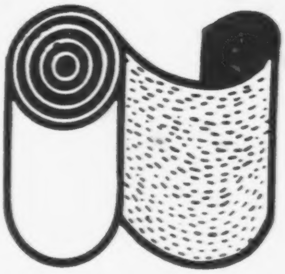
1. Ties one end of stuffed sausage casing with twine to prevent contents from spilling out.
2. Presses casing between thumb and index finger at length specified.
3. Twists casing at pressed section to form link.
4. Twirls remaining length of stuffed casing to make additional links.
5. Ties ends of stuffed casings to make longer string of links.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

RUG CUTTER (590.687-174)

Cuts specified lengths of floor covering from spindle of rolling machine, using knife.



JOB DUTIES:

1. Keeps knife blades sharp.
2. Follows safety standards in use of knife.
3. Rolls out rug sections.
4. Identifies any defects in materials.
5. Keeps work area clear.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

SALVAGE INSPECTOR (529.687-174)

Inspects and sorts returned canned and bottled food products for possible salvage of contents.

JOB DUTIES:

1. Opens containers by hand or with opening devices and inspects containers and contents for defects such as leaking or mislabled containers, or defective wrapping.
2. Sets aside salvaged cans and bottles.
3. Pours usable contents of defective cans or bottles into bulk containers.
4. Discards rejected contents and containers into waste containers.
5. Routes inspected materials to appropriate filling, packaging, and waste disposal points.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SAMPLER (529.687-178)

ALSO SAMPLER, PICKUP

Collects samples of grain, mash, or wort and alcoholic beverages in various stages of processing for laboratory analysis.

JOB DUTIES:

1. Dips, scoops, or siphons samples into laboratory containers and labels containers to identify samples.
2. Records information such as sampling station and time, or brewer name and location on forms or journals.
3. Loads sample containers on handtruck and pushes handtruck to laboratory area.
4. Keeps clean area.
5. Washes laboratory containers.

Functional Competencies

Things/Data Medium Phys Strength Intermit Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

SCALE OPERATOR (555.687-010)

Weighs finished glue from crushing units, and dumps it into containers for shipment.

JOB DUTIES:

1. Maintains supply of containers.
2. Keeps scale in working order.
3. Cleans up work area.
4. May keep records of production.
5. Transfers cotainers to conveyor or forklift.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SCREEN CLEANER (569.687-018)
ALSO SCREEN WASHER

Assists Screen Tender in removing impurities and uncooked chips from cooked woodpulp.

JOB DUTIES:

1. Turns valve to activate pump that fills defoamer tank.
2. Washes clogged masses of fibers and impurities from screen plates, using water hose.
3. Washes and scrapes sand and sludge from rifflers and flow boxes.
4. Draws and spreads pulp sample in sheet mold.
5. Observes sample against light and notifies Screen Tender when sample fails to meet cleaning specification.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Lever-None
Minimal People Interaction Medium Perceptual Discrimination

SEAL MIXER (540.687-010)
ALSO SEAL-MIXING OPERATOR

Mixes ingredients according to formula to compound seal used to attach covers to storage-battery containers.

JOB DUTIES:

1. Weighs specified amounts of ingredients, using gram scale, and dumps ingredients into pail.
2. Starts mechanical mixer.
3. Lifts pail manually to sink mixer blades into ingredients.
4. Determines when ingredients are mixed and lowers pail.
5. Cleans equipment, using water and brushes.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SEASONING MIXER (520.687-054)
ALSO SPICE MIXER

Weighs and mixes seasonings, such as salt, pepper, and sage, according to formula, for use in making sausage.

JOB DUTIES:

1. Mixes ingredients by hand or in machine.
2. Dumps mixture into containers and attaches tags or mark containers with identifying information.
3. May grind whole peppers in grinding machine.
4. May cube eggs, pimientos, and pickles, by placing them on cutter screen and lowering press to force them through cutters.
5. May peel and cut onions, using knife.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

SHACTOR HELPER (525.687-090)

Lifts head of animal suspended from conveyor so that Shactor may examine it and cut its throat.

JOB DUTIES:

1. Pushes animal over bleeding trough after cut has been made.
2. Assists Shactor by providing knives.
3. Assists Shactor moving animal into position.
4. Follows safety standards.
5. Keeps work area clear.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

SHADE-CLOTH FINISHER (585.687-026)

Fastens cloth onto stretching frame and brushes out nap after sizing solution is applied.

JOB DUTIES:

1. Places sized cloth on glued surface of frame.
2. Blends size on cloth with brush.
3. Brushes cloth with straight strokes to smooth and lay nap in one direction.
4. Stretches frame and cuts cloth out when dry.
5. Rolls cloth onto rolling rod.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHAKER WASHER (521.687-114)

Flushes shaker tables and reel panels, using hose, to remove material that clogs mesh and prevents effective separation of starch from bran and gluten.

JOB DUTIES:

1. Sponges and rinses back of fabric with detergent solution and water.
2. Removes and installs repaired frames, using wrench and screwdriver under direction of Shaker Repairer.
3. Keeps work area clean.
4. Mixes detergent solutions.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHREDDED-FILLER HOPPER-FEEDER (529.687-182)

Shovels filler tobacco into hoppers of cigar-making machines and bunch-making machines.

JOB DUTIES:

1. Transfers boxes or cases of shredded filler tobacco to machines, manually or using handtruck.
2. Unclogs cigar-making machine and hoppers.
3. Follows safety standards.
4. Transfers cigars into boxes.
5. Keeps work area clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS - DUST

SIFTER (551.687-030)

Sifts residue from tablet processing machines to salvage usable tablets and powder for reprocessing.

JOB DUTIES:

1. Selects sieve according to size tablet being processed.
2. Dumps residue from pail into sieve and picks out foreign matter and usable tablets.
3. Places tablets in container and discards foreign matter.
4. Shakes sieve to sift powder onto paper and pours powder into container.
5. Weighs residue and records weight and identifying information on worksheet.

Functional Competencies

Things/Data Heavy Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS - DUST

SINGER (585.687-030)

Performs any combination of the following tasks.

JOB DUTIES:

1. Singes edges of rolls of glass tape to remove broken filaments, using light torch.
2. Wraps specified number of singed rolls in paper.
3. Packs rolls in shipping cartons.
4. Stacks rolls in storage if instructed.
5. Keeps work area clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

SINGER (525.687-098)

Performs any combination of the following tasks.

JOB DUTIES:

1. Singes hair from carcasses of suspended hogs to prepare them for further processing, using torch.
2. Inserts end of butcher's steel in nostril of hog to remove hair.
3. May be designated according to part of hog singed.
4. Follows safety standards.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS **UNPLEASANT WORKING CONDITIONS-ODOR**

SIRUP-MIXER ASSISTANT (520.687-058)

Performs any combination of the following duties.

JOB DUTIES:

1. Empties sacks of ingredients, such as cane and beet sugar, into mixing vats preparatory to making table sirups.
2. Carries containers and materials.
3. Cleans vats, using steam hose.
4. Keeps work area clear.
5. Hoses down mixing vats.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SIZER (583.687-026)

ALSO STARCHER

Performs any combination of the following tasks.

JOB DUTIES:

1. Dumps prepared sizing solution into size box.
2. Immerses yarn skeins in solution for specified time to strengthen threads.
3. Lifts yarn from box onto extractor.
4. Keeps sizing solution clear of yarn strands.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SKEIN-WINDING OPERATOR (559.687-054)

Winds skeins of thread used to test effect of dyes, using hand-turned crank.

JOB DUTIES:

1. Passes end of thread through guides and attaches it to winding arm.
2. Turns crank to wind thread onto skein.
3. Weighs wound skein and pulls away excess thread.
4. Winds additional turns onto skein to attain specified weight.
5. Keeps winding arm and skein clear and working.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SKIMMER, REVERBERATORY (511.687-022)

Skims slag from surface of copper being refined in reverberatory furnace.

JOB DUTIES:

1. Signals Bridge-or-Gantry-Crane Operator to lower pan, and positions it in front of slag tapping hole.
2. Inserts wood pole through door in side of furnace, working pole back and forth to push slag toward front of furnace.
3. Inserts compress-air line through furnace opening, and turns valve to force air through molten metal to oxidize impurities.
4. May shovel coke over surface of skimmed metal to prevent excess oxidation.
5. Follows safety standards.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

**UNPLEASANT WORKING CONDITIONS - HEAT/FUMES
HAZARDOUS

SKIN BUNDLER (525.687-102)
ALSO SKIN GRADER

Performs any combination of the following tasks.

JOB DUTIES:

1. Transfers hog-back skins from vat to grading table.
2. Measures size and length of skin on graduated grading board.
3. Separates skins according to size.
4. Trims off excess fat.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SKIN LIFTER, BACON (521.687-126)

Performs any combination of the following tasks.

JOB DUTIES:

1. Cuts slit in flank end of bacon slab between meat and skin, using knife, so that slab may be inserted into derinding machine.
2. Transfers flanks from bold box.
3. Maintains knives in sharp working order.
4. Trims excessive skin.
5. Keeps work area clear and clean.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

SLUNK-SKIN CURER (525.687-106)

Cures slunk (unborn calf) skins in vat in brine solution.

JOB DUTIES:

1. Turns valve to fill vat with water and adds salt.
2. Places slunk skins in vat and stirs them with pole to insure complete curing.
3. Removes cured skins from vat and rolls them into ball or places them in barrel for shipment.
4. Keeps work area clear and skins clean.
5. Transfers rolled skins in barrel to forklift.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS -HEAT/ODOR**

SORTER (529.687-022)

Performs any combination of the following tasks.

JOB DUTIES:

1. Sorts and stacks cork sheets, used for making cork gaskets, according to size.
2. Examines sheets and rejects those with defects, such as cracks or holes.
3. Stacks and transfers cork sheets.
4. Keeps work area clear.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SPICE MIXER (520.687-062)

Weighs and mixes seasonings and other ingredients to prepare spice mixes, according to formula, for use in flavoring canned food products.

JOB DUTIES:

1. Weighs specified ingredients, such as spices, salt, and flour, using scales.
2. Mixes ingredients, using mixing machine, spatula, or portable mixer.
3. Fills containers to specified weight with mix for use in canning process.
4. Keeps work area clean.
5. Keeps scales and mixing machine in good working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

SPREADER (581.687-022)
ALSO STRETCHER AND DRIER

Stretches fur pelts on frames.

JOB DUTIES:

1. Hangs pelts in hot room for drying after carroting, preparatory to removing fur for felt.
2. Separates out pelts according to size and condition.
3. Keeps frames repaired and secure.
4. Assists in tranfer of pelts.
5. Keeps work area clear.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS - HEAT

STEAMER (525.687-110)

Performs any combination of the following tasks.

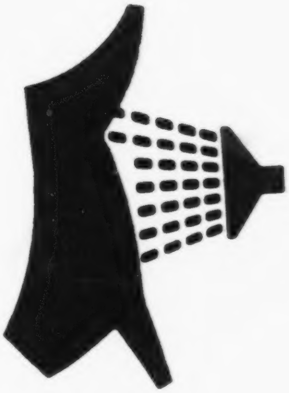
JOB DUTIES:

1. Sprays steam on suspended hog carcasses to remove hair and dirt (scurf).
2. Keeps hose nozzle in good working order.
3. Keeps pressure and temperature within designated limits.
4. Keeps work area clean.
5. Maintains safety standards.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS - HEAT/ODOR****
****HAZARDOUS****



STRINGER (509.687-018)

Strings jewelry articles on wire or hangs articles on racks preparatory to further processing, such as soldering, cleaning, plating, or stripping, and carries to machine operator.

JOB DUTIES:

1. May clean machines.
2. May be designated according to specific operation.
3. Keeps record of jewelry strung.
4. Keeps racks organized according to size and type of jewelry.
5. May assist machine operator.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

STUNNER (525.687-114)

Stuns animals, such as cattle, hogs, sheep or goats preparatory to slaughtering.

JOB DUTIES:

1. Opens gate to allow animal to enter knocking pen or chute.
2. Moves levers to close squeezing mechanism that immobilizes animal.
3. Stuns animal by striking it on forehead with sledge hammer, peneumatic hammer, or cartridge-firing stunning device by shooting it in head or by placing electric shocking device against head of animal.
4. Pulls levers to tilt floor of pen and slide animal onto killing floor, or onto conveyors leading to sticking and shackling table.
5. May stick, shackle and suspend animals from overhead conveyors or rails.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

SUMATRA OPENER (529.687-198)

Removes hands of Sumatra tobacco from case or bale.

JOB DUTIES:

1. Shakes tobacco.
2. Removes broken leaves.
3. Piles hands in stacks according to moisture content.
4. May keep record of hands of tobacco removed.
5. Keeps work area clear.

Functional Competencies

Things	Medium Phys Strength	Continuous Man Dexterity
Math Level-None		Reading Level-None
Minimal People Interaction		Low Perceptual Discrimination

TABLE HAND (521.687-138)

Performs any combination of the following tasks.

JOB DUTIES:

1. Forks tobacco from bin onto cutting-machine supply table to supply Smoking-Tobacco-Cutter Operator.
2. Follow safety standards.
3. Keeps work area clean.
4. Transfers bails of tobacco.
5. Assists Cutter Operator as needed.

Functional Competencies

Things	Medium Phys Strength	Continuous Man Dexterity
Math Level-None		Reading Level-None
Minimal People Interaction		Low Perceptual Discrimination

TAILINGS-DAM LABORER (511.687-026)

Directs waste ore materials through pipelines into tailings basin.

JOB DUTIES:

1. Opens and closes spigots to regulate flow of tailings.
2. Connects hoses to spigots and adds pipes to lengthen discharge lines, using wrenches.
3. Distributes tailings evenly in basin to form dam of waste materials.
4. Digs ditches with shovel to drain water.
5. Follows safety procedurs.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-ODOR/TOXICITY****

TEMPERATURE INSPECTOR (529.687-202)

Inspects temperature readings of meat coolers for conformance to standards.

JOB DUTIES:

1. Tours coolers periodically and compares temperature readings of each cooler with charts.
2. Adjust expansion valves in coolers to maintain specified temperature in each cooler.
3. Keeps cooler areas clear.
4. Completely closes cooler doors.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITION - COLD****

TEST WORKER (519.687-042)

Obtains sample of molten metal from each furnace heat, using handladle or glass tube.

JOB DUTIES:

1. Dips hand ladle or inserts glass tube into pouring ladle, before molds are poured.
2. Pours molten metal into sand mold or allows it to solidify in glass tube.
3. Breaks or drills solidified metal to obtain test sample, using hammer or drill press.
4. Marks sample according to heat from which sample is taken.
5. Keeps record of glass samples.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-HEAT/ODOR****

TOBACCO SPRAYER (522.687-d042)
ALSO WRAPPER-HANDS SPRAYER

Feels leaves to determine whether moisture content is within prescribed limits.

JOB DUTIES:

1. Weighs specific amounts of leaves and places leaves in container for untier.
2. Records amounts of wrapper and binder leaves used in making cigars.
3. Separates out leaves according quality.
4. Keeps area clear and clean.
5. Reports condition of leaves to supervisor.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TROLLEY CLEANER (529.687-206)

Cleans trolleys used to move animal carcasses along overhead rail, in vats or tanks filled with solution.

JOB DUTIES:

1. Turns water and steam valves to fill and heat cleaning vats or tanks.
2. Dumps caustic soda and detergents into tank and stir mixture with paddle.
3. Pushes rack of trolleys to tank and lower each trolley into solution, or immerses rack into solution, using hoist.
4. Removes trolleys from solution and rinses them in hot water spray.
5. Lubricates trolley wheels.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TUBE CLEANER (589.687-042)

Removes cloth covers from dye tubes or springs to prepare tubes for reuse.

JOB DUTIES:

1. Cuts cover with knife or holds tube against revolving emery wheel.
2. Pulls cover from tube by hand.
3. Follows safety standards.
4. Keeps work area clear and clean.
5. Maintains equipment in working order.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TUBE COVERER (589.687-026)

Covers dye tubes with cloth tubing to prevent yarn damage during dyeing process.

JOB DUTIES:

1. Mounts tube on prongs of covering device and slides tubing over tubes.
2. Removes tubes from device and tucks excess tubing into ends of tubes.
3. Sorts defective dye tubes for repair or disposal.
4. May cut tubing into specified lengths, using electric cutting wheel.
5. Follows safety standards.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

TUBE DEPATCHER (559.687-066)
ALSO TUBE SORTER

Scans and feels scrap rubber tubes to identify butyl, synthetic, or natural rubber and sorts them into separate piles.

JOB DUTIES:

1. Cuts out cots (valve patches), using knife.
2. Loads sorted tubes into boxes, and weighs boxes on scale.
3. Tags boxes to identify contents and record weight.
4. May cut out valve stems.
5. May bale depatched tubes.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

WASHER (529.687-210)
ALSO FLUSHER

Washes and removes starch deposits from starch tables by flushing table with stream of water.

JOB DUTIES:

1. Directs water hose over starch table to wash film of gluten from starch deposits.
2. Plugs line to gluten tank at end of table and raises tailboard to allow starch deposit to flow to flushing tank.
3. Turns valve to admit strong stream of water into starch table that loosens and flushes starch deposits into flushing tank.
4. Keeps work area clear and clean.
5. Sweeps starch deposits from tables.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Low Perceptual Discrimination

WASHER, CARCASS (525.687-122)

Sprays suspended animal carcasses with water hose to wash off blood and dirt.

JOB DUTIES:

1. Pushes carcass along overhead rail to next work station.
2. May brush or scrape off foreign matter.
3. May shroud carcass.
4. Keeps work area clean.
5. Reports any bad carcasses to supervisor.

Functional Competencies

Things — Medium Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-ODOR/MOISTURE****

WASHROOM CLEANER (529.687-214)

Cleans beet washroom in sugar beet refinery.

JOB DUTIES:

1. Removes beet tails, mud, stones, and trash from washer pit, using shovel.
2. Removes debris from area of washroom, using wheelbarrow, pitchfork, and shovel.
3. Washes floors, using hose.
4. Transfers boxes of beets.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WOOD-POLE TREATER (561.687-010)

Treats underground portion of transmission poles with chemical perservative after installation.

JOB DUTIES:

1. Digs around base of pole to expose area susceptible to decay, using pick and shovel.
2. Scrapes dirt and other residue from pole surface and chips away defrayed wood, using handtools.
3. Paints dressed area with preservative solution, using brush.
4. Wraps treated portion of pole with waterproof paper, fastening paper with hand stapler.
5. Refills hold and packs earth firmly around base of pole, using shovel.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WOOL-FLEECE GRADER (589.687-054)

Examines and sorts wool fleece according to quality.

JOB DUTIES:

1. Lifts unprocessed fleece to estimate approximate weight of fleece after processing.
2. Separates locks of fleece and examines fibers for length, diameter, elasticity, and color to determine quality of fleece.
3. Examines fleece and separates locks to determine presence of dirt, manure, straw, stains, and moisture.
4. Separates and places fleece in containers and marks wool grade on container according to government standards for quality.
5. May keep record of grade and weight of fleece.

Functional Competencies

Things
Heavy Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-Third
Minimal People Interaction
High Perceptual Discrimination

WOOL PULLER (589.687-054)

Removes wool from sheep pelts and sorts wool into bins.

JOB DUTIES:

1. Holds pelt against angled table and pulls wool from pelt.
2. Examines and grades wool according to color, texture and length.
3. Places wool in designated containers.
4. Scrapes remaining wool from pelt, using scraping stick.
5. Cuts off brand marks and wool around head and feet with shears.

Functional Competencies

Things
Medium Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
Medium Perceptual Discrimination

WRAPPER SELECTOR (529.687-218)

ALSO WRAPPER SIZER; WRAPPER SORTER

Selects perfect wrappers from books (halved leaves, bundled after stripping) and sorts wrappers according to size and color.

JOB DUTIES:

1. Unties book and separates half leaves.
2. Inspects wrapper leaves for holes or tears and discards imperfect leaves.
3. Piles wrappers in stacks according to size and color.
4. Wipes water-moistened sponge over top leaves of stack to prevent drying.
5. Packs wrappers of like size and color into bundles and places bundles into containers.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WRAPPING MACHINE HELPER (529.687-222)

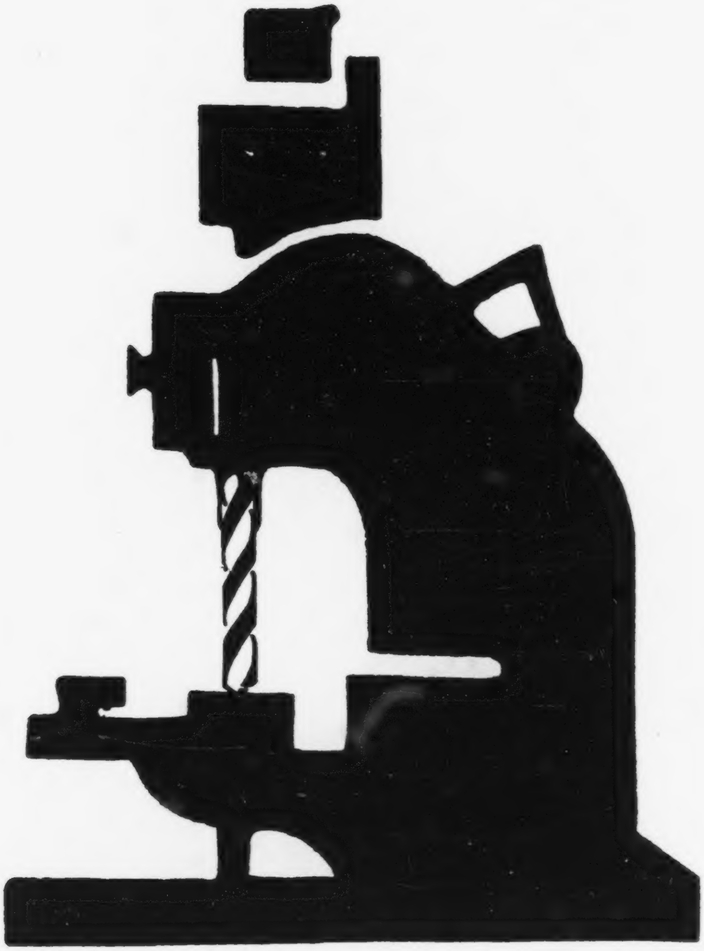
Mounts tobacco leaf and replenishes glue supply in plug-overwrap machine and assists Plug-Overwrap-Machine Tender (Tobacco) to tend machine that wraps lumps of chewing tobacco in homogenized leaf.

JOB DUTIES:

1. Mounts roll of homogenized tobacco leaf on overwrap machine and guides end of roll between machine rollers and under cutter.
2. Pours glue into machine glue container to replenish supply reservoir.
3. Pushes wire through hole of glue container to assure free flow of glue.
4. Observes wrapping operation and removes defectively wrapped lumps from machine discharge conveyor.
5. Wets down belts of machine, using rag, to prevent lumps from sticking to belt.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination



MACHINE TRADES OCCUPATIONS

AIR-CONDITIONING INSTALLER-SERVICER HELPER, WINDOW UNIT
(637.687-010)

Assists Air-Conditioning Installer-Servicer, Window Unit in repairing, servicing, or installing window-mounted air-conditioning units, performing any combination of the following duties.

JOB DUTIES:

1. Carry unit from delivery vehicle to worksite.
2. Assembles window-support brackets, using handtools.
3. Cut opening through wall for insertion of unit, using hammer and chisel.
4. Apply calking compound to excess space between air conditioner and wall opening.
5. Cleans up all debris before leaving site.

Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

APRON CLEANER (680.687-010)
ALSO APRON SCRATCHER; CARD-APRON CLEANER

Cleans dirt or foreign matter from carded asbestos fibers, using wire studded scratchboard.

JOB DUTIES:

1. Follows strict safety standards.
2. Wears protective mask.
3. Maintains wire scratchboard in working order.
4. Cleans up all dirt before leaving work area.
5. Deposits waste in containers.

Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

HAZARDOUS

ASBESTOS-SHINGLE INSPECTOR (679.687-010)

Inspects asbestos shingles for defects, such as cracks, broken edges and irregularly punched holes.

JOB DUTIES:

1. Scrutinizes shingles to detect defects as they move on conveyor.
2. Remove shingles that fail to meet plant specifications.
3. Sort shingles according to standards for various grades.
4. Reports any unusual conditions to supervisor.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS-ASBESTOS DUST****

BACK TENDER (652.687-050)
ALSO WALLPAPER-PRINTER HELPER

Assists Wallpaper Printer to print wallpaper, performing any combination of following duties.

JOB DUTIES:

1. Carries pails of prescribed color solutions to printing machine.
2. Ladles color solutions into specified color trays of machine and maintains supply of color solutions during printing process.
3. Changes color trays and assists Wallpaper Printer to change print rollers.
4. Washes print rollers and floor area around machine, using water hose.
5. Performs other duties as designated.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BAGGING SALVAGER (689.687-010)
ALSO SACK-CLEANING HAND

Salvages sacks and bagging used as covering for raw stock fiber.

JOB DUTIES:

1. Removes adhering stock fibers from sacks and bagging by hand.
2. Places bagging in sacks or folds and stacks bagging for reuse.
3. May straighten and place metal tie bands in bundles.
4. May dip tie bands in paint for reuse.
5. Maintains clean working area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BAND CUTTER (689.687-018)
ALSO BUNDLE BREAKER; BUNDLE CUTTER; HANDS PARTER

Cuts binding cord from bundles of hemp fiber, using knife and separates bundle and places fibers on conveyor or table to facilitate feeding operations.

JOB DUTIES:

1. Maintains knives in sharp working order.
2. Transfers bundles to work table.
3. Follows safety procedures.
4. Reports any defects in strands of hem fiber to supervisor.
5. Cleans up all debris before leaving site.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Percpetual Discrimination

BOBBIN CLEANER, HAND (689.687-014
ALSO QUILL CLEANER, HAND; SPOOL CLEANER, HAND

Removes unused yarn or roving from bobbins cones, quills, or spools, using knife and removing yarn with fingers.

JOB DUTIES:

1. Separates and places waste yarn in containers according to type.
2. May stack spools in storage racks for reuse.
3. Reports any defects in yarn skeins to supervisor.
4. Cleans up work area each day.
5. Keeps knives in sharp working order.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOBBIN FIXER (681-687-026)
ALSO FILLING INSPECTOR; REPAIRER; TANGLED-YARN-SPOOL STRAIGHTENER; YARN CLEANER; YARN SALVAGER

Removes defective portions to salvage packages of wound yarn.

JOB DUTIES:

1. Examines yarn for defects, such as bruises, cuts, tangles, or soil.
2. Pulls yarn from package by hand.
3. Places yarn package in holder, and inserts yarn end in nozzle of vacuum tube that draws defective portion from package.
4. Places defective yarn package on holder and draws yarn end over revolving reel, observing yarn to determine when defective portion is removed.
5. Cuts yarn from reel and segregates it according to type.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOILER-ROOM HELPER (699.687-018)

ALSO GREASER; GREASER AND OILER; HOSTLER; LUBRICATOR; MACHINE HOSTLER; OILER AND GREASER

Oils and greases moving parts of friction surfaces of mechanical equipment such as shaft and motor gearings, sprockets, drive chains, gears, and pulleys, according to specified procedures and oral instructions.

JOB DUTIES:

1. Fills container, such as oilcan, grease gun, or tank of lubrication truck with specified lubricant.
2. Squirts or pours oil on moving parts and friction surfaces, or into holes, oil cups, or reservoirs.
3. Turns oil cup valves to regulate flow of oil to moving parts.
4. Forces grease into bearings with grease-gun, smears grease on friction surfaces, or packs grease cups by hand.
5. Fills wells and sumps of lubricating systems with oil.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOTTLE-PACKING-MACHINE CLEANER (699.687-014)

ALSO MACHINE CLEANER; MACHINE BRUSHER; MACHINE RUBBER; WIPER; CREEL CLEANER; OPENING-MACHINE CLEANER; PIN CLEANER; RACK CLEANER; SHAFTING CLEANER; CARD CLEANER; GUIDE-RAIL CLEANER; LOOM BLOWER

Cleans dust, dirt, grease, and lint from machines and auxiliary equipment, such as tanks and pipelines in industrial plant or aboard ship, using cleaning solution, waste, rags, water hose, airhose, brushes, and scraping tools.

JOB DUTIES:

1. May remove machine guards and accessories, using handtools.
2. May paint exposed surfaces of machines to prevent rust.
3. May oil moving parts or wearing surfaces.
4. May clean floors around machine, using broom or vacuum cleaner.
5. May be designated according to machine or part of machine cleaned.

Functional Competencies

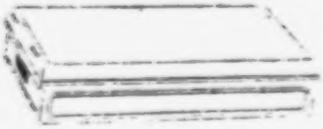
Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOX BENDER (641.687-010)

Folds cardboard box blanks along scored lines perparatory to corner staying process.

JOB DUTIES:

1. Stacks folded blanks on worktable.
2. Transfers box blanks to forklift or conveyor.
3. May keep record of production.
4. Keeps work area clear.
5. Reports any defects in cardboard to supervisor.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOX-SEALING INSPECTOR (641.687-014)

Inspects band of adhesive on self sealing box blank flaps to detect irregular width and faulty application.

JOB DUTIES:

1. Removes box blanks from discharge end of box-sealing machine.
2. Examines flaps to determine width of adhesive band and feels band to determine thickness of adhesive application.
3. Tests strength of adhesive by sealing sample box blank flaps together and pulling them apart to determine force required to break seal.
4. Notifies Box-Sealing Machine Operator to stop machine when jamming occurs or to adjust machine controls to correct faulty adhesive application.
5. Counts and stacks inspected blanks on conveyor and pushes stacks down conveyor for bundling.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRAKE-OPERATOR HELPER (619.687-014)

ALSO BENDING-MACHINE-OPERATOR HELPER; HOOP-PUNCH-OPERATOR HELPER; PUNCH-PRESS-OPERATOR HELPER; MACHINE HELPER; ROLL-OPERATOR HELPER; SHEAR-OPERATOR HELPER; SLITTING-MACHINE-OPERATOR HELPER; STRAIGHTENING-PRESS-OPERATOR HELPER

Assists workers in operating metal fabricating machines performing any of the following tasks.

JOB DUTIES:

1. Lifts, moves, clamps, and bolts dies and fixtures on machines, using handtools.
2. Fills tanks and oil cups with lubricants.
3. Helps lifts and position workpieces.
4. Brushes or blows dirt from dies, using airhose.
5. Removes workpiece and scrap from machines, using conveyor, pallets or handtruck.

Functional Competencies

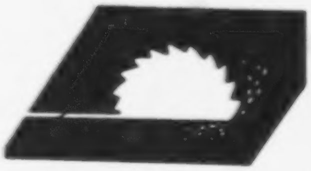
Things/People   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Intermit People Interaction   Medium Perceptual Discrimination

BUZZSAW-OPERATOR HELPER (667.687-010)

ALSO CORDWOOD-CUTTER HELPER

Assists Buzzsaw Operator in cutting logs into suitable lengths for use in stoves and fireplaces.

JOB DUTIES:



1. Lifts limbs and trunks onto table of circular saw and holds them steady while they are cut.
2. Throws cut pieces into piles.
3. Lifts sawed pieces and stands pieces on end under blade of hydraulic-powered log splitter.
4. May hold limbs and trunks of fallen trees while they are sawed to length in woods with chain saw.
5. Performs other duties as designated.

Functional Competencies

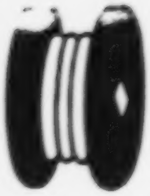
Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

HAZARDOUS

CABLE-MILL HELPER (616.687-010)
ALSO STRANDING-MACHINE-OPERATOR HELPER

Performs following duties in twisting wire into cable.

JOB DUTIES:



1. Positions spools of wire on spindle of winding reel, using hoist.
2. Turns handwheel or manually removes release rod to release shaft preparatory to installing takeup spool onto reel jack.
3. May remove unused wire from spools with spool stripper.
4. Reports any unusual condition to supervisor.
5. Installs take-up spools onto reel jacks.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Dexterity Medium Perceptual Discrimination

CHANGEOVER OPERATOR (683.687-030)
ALSO LOOM CHANGEOVER OPERATOR

Replaces spools of fiber yarn on loom, according to changeover chart for new pattern of woven fiber rug.

JOB DUTIES:

1. Removes old spools from spindles of creel places spools on pallet for removal to stockroom.
2. Places new spools of yarn of specified color on spindles and threads individual strands through loom.
3. Maintains communication with supervisor on changeover of patterns.
4. Reports any equipment problems to maintenance crew.
5. Follows safety standards.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

**UNPLEASANT WORKING CONDITIONS-LINT

CLEAT FEEDER (669.687-010)
ALSO CLEAT THROWER

Positions one or more cleats, used in wood boxes or box shooks, against stop under nailing machine.

JOB DUTIES:

1. Carries supply of cleats of specified size from storage area to work stations.
2. Carries wood for boxes from storage area.
3. Sorts cleats by size according to size of box.
4. Follows safety standards in operation of nailing machine.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLOTH EXAMINER, HAND (689.687-022)
ALSO INSPECTOR

Inspects narrow woven fabrics, such as labels, ribbon, and tape, to detect defective weaving, color variations, and damaged or soiled fabric.

JOB DUTIES:

1. Cuts out defective sections, using hand shears.
2. Ties cut ends together, splices ends with adhesive tape, or secures ends of roll with metal pins, using hammer.
3. May operate sewing machine to sew cut ends together.
4. May measure width of fabric with ruler or guide to determine conformance with standards.
5. May tend winding device (blocker) to wind fabric into rolls.

Functional Competencies

Things Light Phys Strength Intermit Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CLOTH FRAMER (689.687-026)
ALSO FRAMER

Winds pile fabric onto frames (reel) to prevent crushing of pile during storage or shipment.

JOB DUTIES:

1. Places frame on winding brackets of worktable.
2. Turns frame by hand and catches cloth selvages on hooks of frame, spacing cloth around frame in layers.
3. Bolts precut wooden slats to outside of frame, using wrench.
4. Places frame of cloth in box and trucks box to storage area.
5. Works as member of team to frame cloth.

Functional Competencies

Things/People   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Intermit People Interaction   Medium Perceptual Discrimination

CLOTH INSPECTOR (685.687-010)
ALSO ASSEMBLER

Examines cloth for knitting defects and rejects cloth not meeting specification.

JOB DUTIES:

1. Measure cloth and sew thread marker into material to indicate length required by specification.
2. Fold and tie inspected cloth with cord.
3. Record routing information on paper and attach paper to cloth.
4. May mark knitting defects on cloth with chalk.
5. Sorts out defects.

Functional Competencies

Things/Data   Light Phys Strength   Intermit Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

CLOTH SPREADER, SCREEN PRINTING (652.687-010)

Spreads cloth on tables in preparation for screen printing and removes cloth from table after printing.

JOB DUTIES:

1. Places roll of cloth on unrolling device and pushes cloth along table to unwind it, following markings on table.
2. Pins ends of cloth to table and smooths out wrinkles.
3. Presses cloth against gummed tabletop or pins selvages of cloth to table to prevent slipping.
4. Slides rods under printed cloth and raises it to drying rack.
5. Winds dry cloth onto tube, using handcrank or motordriven winder.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COIL BINDER (619.687-010)

Binds coils of sheet aluminum from tandem mill following rolling process.

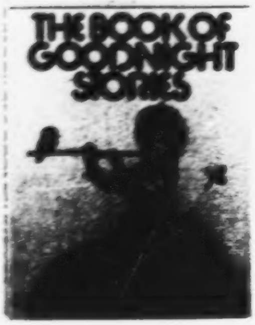
JOB DUTIES:

1. Binds sheet metal coils with steel bands, using hand crimping tools.
2. Pushes controls to tilt coil onto conveyor for removal from mill.
3. Follows safety standards in tool usage.
4. May carry or roll metal coils to work area from storage.
5. May need to manually assist in tilting coil onto conveyor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COLLATOR (653.687-010)



Examines gathered book, magazine, and pamphlet bodies to verify order and number of included signatures.

JOB DUTIES:

1. Riffles bodies, one section at a time, observing signature figures.
2. Notes omitted, misplaced, or duplicated signatures.
3. Rearranges or inserts sections to correct subject matter.
4. Stacks completed bodies.
5. May transfer material with hand truck.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

COLOR DIPPER (652.687-014)

Refills color boxes on cloth-printing machine with specified colors, using hand dipper. Typically services machines printing eight to fifteen colors.

JOB DUTIES:

1. Maintains supply of specified colors.
2. Keeps hand dippers clean and ready for use.
3. Cleans up work area with wiper rags and solvents.
4. Follows specified directions for color changes and blends.
5. Reports any unusual conditions in color hue to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CONE INSPECTOR (681.687-030)
ALSO FILLING INSPECTOR; FINISHED-YARN EXAMINER; QUILL INSPECTOR; YARN EXAMINER; YARN INSPECTOR

Inspects yarn for defects preparatory to shipment or storage.

JOB DUTIES:

1. Examines bobbins, cones, cops or tubes of yarn by sight and touch for defects, such as broken threads, cross threads, dirty yarn, and excessively loose or tight winding.
2. Places defective yarn on trays or bobbin carts for reprocessing.
3. May wrap yarn in paper or other material to prevent soiling and damage during shipment or storage.
4. May pack and weigh yarn after inspection.
5. May record amount of yarn packed and number of cones rejected.

Functional Competencies

Things/Data   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

CREELER (689.687-030)

Creels looms, twisters, warpers, tufting, or other textile machines to change style of yarn or to replace exhausted yarn packages.

JOB DUTIES:

1. Places yarn packages on spindle of creel and threads yarn through eyelet plate (yarn guides) or ties yarn ends to ends of yarn from preceeding package.
2. Removes old yarn from machines before changing to different size or type of yarn.
4. Cleans dust and lint from creel.
4. May repair yarn breaks in creel.
5. Maintains operation of loom.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-LINT****

CREEL SELECTOR (689.687-038)
ALSO END FINDER, ROVING DEPARTMENT; MAT SELECTOR; ROVING SELECTOR

Removes tubes from packages of baked fiberglass sliver and locates inside end of coreless package.

JOB DUTIES:

1. Unravels portion of sliver to verify location of end and cuts raveled sliver, using scissors, or breaks sliver by hand.
2. May position coreless packages in creels.
3. Continuously monitors operation.
4. Reports any unusual conditions to supervisor.
5. Stacks used packages in bin.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CROSS-TIE TURNER (669.687-018)
ALSO LABORER, SAWMILL; LUMBER STRAIGHTENER; LUMBER GUIDER; SORTER-LUMBER STRAIGHTENER; STACKER-STRAIGHTENER; TRIMMER LOADER; TRIMMER TAILER

Straightens lumber on conveyor to aline lumber for grading, sawing, edging, trimming, sorting, stacking, or for transfer to other conveyors.

JOB DUTIES:

1. Clears jammed material, using picaroon to permit normal flow of lumber along conveyor.
2. Cleans work area, using broom and shovel.
3. May pile lumber on trucks or pallets.
4. May be designated according to process involved.
5. Follows safety standards in sawmill.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

CUFF FOLDER (685.687-014)
ALSO CUFF TURNER

Folds cuffs preparatory to sewing cuffs to sleeves of knitted garments.

JOB DUTIES:

1. Lays flat cuff on table and folds cuff in half or pulls tubular cuff over cone-shaped form.
2. Turns cuff half-way back, matching edges.
3. Stacks folded cuffs.
4. Transfers stack of cuffs to sewing area using hand truck.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DOBBY-LOOM-CHAIN-PEGGER (689.687-054)
ALSO PEGGER, DOBBY LOOMS

Screws or hammers metal pegs into holes of wooden pattern chain that controls weave pattern on dobby loom, following pattern diagram.

JOB DUTIES:

1. Removes and relocates pegs with peg wrench or pliers.
2. May replace worn leather on shuttle binders.
3. Communicates with supervisor on pattern diagram set-up.
4. Keeps work area clear and clean.
5. Follows safety standards.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DOWEL INSPECTOR (669.687-014)

Inspects dowel pins for flaws, such as square ends, knots, or splits.

JOB DUTIES:

1. Discards defective dowels.
2. May sort defective dowels by type of defect.
3. Keeps work area clear and clean.
4. Follows safety procedures.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DRAFT-ROLLER PICKER (680.687-014)

ALSO ROLLER CLEANER; FRAME CLEANER; ROLL PICKER; TOP CLEANER

Cleans lint and dust from drawing rollers of spinning or roving frames while machines are in operation, using pneumatic roll picker or handbrush.

JOB DUTIES:

1. Removes roving wound yarn on roller, using fingers or hook.
2. May brush lint and dust from ring rail.
3. May piece up roving or yarn breaks.
4. Fofllows safety standards.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-LINT

DRAWER-IN HELPER, HAND

Assists Drawer-In, Hand to prepare warp for weaving.

JOB DUTIES:

1. Conveys beams of warp from warper, slasher, or storage to drawing-in frame, and removes completed draw-in assembly, using handtruck.
2. Assists Drawer-In, Hand to position harness, reed and drop wires on drawing frame, and fastens ends of warp on frame with clamp bar.
3. May place warp beam on brackets of loom, using hoist.
4. Lay ends in position for drawing-in with reed hook.
5. Performs other duties as assigned.

Functional Competencies

Things	Medium Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		Medium Perceptual Discrimination

DROP WIRE BUILDER (683.687-014)
ALSO WIRE DROPPER

Places drop wire on each warp thread in loom to complete drawing-in process for weaving.

JOB DUTIES:

1. Job occurs where warp thread is not drawn through eyes of drop wires in drawing-in process.
2. Keeps work area clear and clean.
3. Maintains supply of drop wires.
4. Report unusual conditions to supervisor.
5. Performs other duties as assigned.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		High Perceptual Discrimination

DROP-WIRE STRINGER (689.687-034)

Cleans and rebuilds drop wire assemblies.

JOB DUTIES:

1. Cleans drop wires with solvent, compressed air, and brushes.
2. Replaces defective drop wire and adds or removes drop wires in assembly, according to specifications.
3. May clean harness frames.
4. Reports any unusual conditions to supervisor.
5. Performs other duties as assigned.

Functional Competencies

Things/People Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction High Perceptual Discrimination

DRY-FELT SPLICER (692.687-010)
ALSO SPLICER

Slices rolls of felt paper to provide continuous sheets for use in production of hard-surface floor covering, working as member of team.

JOB DUTIES:

1. Positions roll of felt paper on stand, using power hoist.
2. Cuts ends of materials with hooked knife and attaches ends to another roll, using glue or tape.
3. Alines seam under heated machine iron and lowers iron to seal seam.
4. Examines material for kinks and tears.
5. Follows safety standards in use of hooked knife.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

END FINDER, FORMING DEPARTMENT (681.687-010)
ALSO FORMING-TUBE SELECTOR

Examines tubes of fiberglass sliver to detect defects and unwinds defective sliver and short lengths from tube.

JOB DUTIES:

1. Removes tubes from monorail conveyor onto table.
2. Examines tubes for defects, such as dirt and grease, and to locate end of sliver.
3. Inserts end of sliver tin tube of air suction device to unravel defective portion and short lengths.
4. Breaks excess sliver from tube or cuts sliver, using scissors.
5. Weighs tubes of sliver to determine if weight is within tolerances and places tubes on truck.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

END FINDER, TWISTING DEPARTMENT (689.687-042)
ALSO TWISTING TUBE SELECTOR

Unwinds tubes of fiberglass sliver rejected by Twister Tender to remove short lengths and find end of continuous strand.

JOB DUTIES:

1. Holds tube of sliver and inserts end into tube of air suction raveling device.
2. Breaks or cuts excess sliver from tube, using scissors, and places tube on truck.
3. Keeps work area clear and clean.
4. Reports any unusual conditions to supervisor.
5. Performs other duties as assigned.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

EXAMINER (684.687-010)
ALSO PAIRER; PAIRER-INSPECTOR

Pairs finished hose according to grade, color, size, and length.

JOB DUTIES:

1. Spreads hose on pairing table and examines hose for defects, such as pulls, snags, holes, mends, and dye streaks.
2. Classifies hose into grades, following specifications.
3. Positions graded hose over scale on table to measure overall length and length of toe, foot, heel, and welt.
4. Selects pair of identical hose of same grade and stacks hose on table.
5. Tallies each pair in lot by grade.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

FILLER-BLOCK INSERTER-REMOVER (652.687-018)

Inserts filler (support) blocks into recessed areas on underside of dimensional composition-wood furniture panels to insure uniform sanding, painting, and printing of wood grain as panels are conveyed through tandem print-line machines.

JOB DUTIES:

1. Removes blocks from underside of panels subsequent to processing on print-line machines.
2. Pushes panel to Print-Line Inspector
3. Keeps work area clear and clean.
4. May assist in printing of wood grain.
5. Reports unusual work to print-line inspector.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

FILLING SEPARATOR (689.687-086)

ALSO FILLING SORTER AND HAULER; YARN SORTER

Sorts yarn according to type, size, weight, color, blend and quality for storage or distribution to other departments.

JOB DUTIES:

1. May doff winding machines.
2. May convey yarn to storage or other departments, using handtruck.
3. May store yarn in bins.
4. May sort yarn by type, size, weight, color, blend and quality.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINISHED YARN EXAMINER (689.687-082)

ALSO SKEIN INSPECTOR; YARN EXAMINER, SKEINS; YARN INSPECTOR

Examines skeins of yarn to detect flaws, such as oils, slubs, breaks, and uneven dyeing or twisting.

JOB DUTIES:

1. Shakes skeins to straighten yarn, hangs skeins on rod and spreads and pulls yarn around rod to locate imperfections.
2. Cuts out slubs and ties yarn ends together.
3. Examines winding and typing of skein to determine if skein has been made according to job order.
4. Weighs skein from each lot and records weight.
5. Records number and type of flaws found in each lot of yarn.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FLYER BUILDER (628.687-010)
ALSO FLYER REPAIRER

Cleans, disassembles, and reassembles flyers.

JOB DUTIES:

1. Collects damaged, dirty or rusted flyers from boxes near machines and carries them to worktable.
2. Dumps flyers into tumbler containing cork to clean dirt and rust from them, or uses brush moistened with oil.
3. Removes wire arm from flyer with wrench or places hub under press and depresses pedal to open clamps.
4. Inserts new wires into hub and tightens them, using wrench or press.
5. Drops repaired flyer into chute press or into box.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

FRAME HAND (689.687-046)

Performs any combination of following tasks related to embroidering fabric.

JOB DUTIES:

1. Carries frames to and from embroidery machines.
2. Installs and removes frames from machine.
3. Threads needles and changes threads.
4. Replaces empty shuttles.
5. Pins or ties overlapping fabric to frame.

Functional Competencies

Things   Medium Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

HAMMERSMITH HELPER (612.687-014)
ALSO HEAVY FORGER HELPER; PRESS-SMITH HELPER

Assists Heavy Forger in shaping hot metal on power hammer or press equipped with open dies, working as member of crew.

JOB DUTIES:

1. Pulls workpiece from furnace with tongs and positions and turns it on hammer anvil.
2. Removes scale from metal and anvil during forging, using compressed air or broom.
3. May assist in forging unheated metal.
4. May be designated according to worker assisting.
5. Keeps work area clear and clean.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT

HANDER-IN (683.687-018)

Assists Drawer-In, Hand to draw warp yarn through loom harness and reed.

JOB DUTIES:

1. Sits behind harness at drawing-in frame or loom.
2. Selects warp ends according to lease.
3. Places warp ends on reed hook held by Drawer-In, Hand.
4. Draws ends throuh heddles and reed.
5. Keeps work area clear of obstructions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HARNESS BRUSHER (699.687-010)
ALSO HARNESS CLEANER; REED CLEANER

Cleans lint, dust, gum and size from harness assemblies and loom reeds, using brush or airhose.

JOB DUTIES:

1. Scrubs harness assemblies in cleaning solution and hangs them in drying cabinet.
2. May clean and replace work or damaged drop wires.
3. Maintains cleaning solutions.
4. Measures and mixes cleaning solutions by volume.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-LINT-DUST

HEAT READER (612.687-010)

Compares glow inside forge shop furnace with color intensity chart to determine internal temperature of furnace, using pyrometer.

JOB DUTIES:

1. Looks through pyrometer into furnace and compares intensity of light generated by furnace with chart depicting color at various temperatures to determine internal furnace temperature.
2. Informs specified forging personnel of observed temperature to permit designated adjustments to furnace controls, maintenance work and production reschedulding.
3. May record time and temperature measurement.
4. Follows safey standards in furnace area.
5. Assists as required in furnace operations.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT

HOOK PULLER (683.687-022)

Removes weaving hooks from finished endless belts to prepare belts for inspection.

Job Duties:

1. Places hooks in tray.
2. May keep record of finished belts.
3. Transfers trays to storage area.
4. Follows safety procedures.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

INSPECTOR AND COUNTER (649.687-010)

ALSO PAPER SORTER AND COUNTER; OVERLOOKER; SORTER

Sorts sheets of paper according to specified grade and examines them for defects, such as tears, cuts, roll marks and slime holes, and discards defective sheets.

Job Duties:

1. Counts and stacks acceptable sheets.
2. Inserts identification marker between reams.
3. Segregates paper according to customer order.
4. Records amount and grade of separate orders.
5. Organizes sheets into acceptable grades.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, PUBLICATIONS (683.687-014)

Inspects magazines, catalogs and pamphletes for defects, such as ragged edges, missing staple, torn or wrinkled pages, and ink smears.

Job Duties:

1. Selects random copies of publications from saddle-stitching machine conveyor.
2. Examines cover and copy for defects, such as ragged edges, tears, missing staples, and incomplete cuts.
3. Fans pages to detect defects, such as errors in numbering, duplicate pages, unacceptable color printing, and ink smears.
4. Notifies operating personnel of defects.
5. Locates and removes all defective copies from conveyors, stacking table, and pallets and disposes of defective publications according to instructions from supervisory personnel.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

JEWEL STRINGER (605.685-022)

Tends automatic machine that cuts jewel settings to specified thickness and bevels corners.

Job Duties:

1. Places hopper in automatic feed.
2. Measures thickness of stripped settings with dial indicator.
3. Inspects finished work for appearance.
4. Sorts out defective jewel settings.
5. Keeps automatic machine oiled and clean.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

JOINER (773.687-010)

Positions and secures sheets of glass on table preparatory to grinding and polishing operations.

Job Duties:

1. Dumps quantity of plaster onto table and spreads it, using trowel.
2. Guides sheets of glass, lowered by overhead crane, onto plaster-covered table so that glass sheets lie end to end.
3. Inserts stubs (wooden blocks) between sheets to prevent chipping.
4. Drives wood pegs up through holes along edge of table to prevent glass from shifting or sliding from the table.
5. Fills spaces between sheets with plaster to provide continuous smooth surface for grinding and polishing.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LACE WINDER (685.687-018)

Tends machine that winds lace on cards.

Job Duties:

1. Inserts card in machine holder with end of lace next to margin and manually turns card to start winding.
2. Depresses pedal to start machine and control speed, guiding lace across card until specified number of layers are wound.
3. Examines lace for defects during winding and rejects unsatisfactory material.
4. Maintans clear clean work area.
5. Report any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LENGTH CONTROL TESTER (684.687-018)

ALSO SIZER; SEAMLESS SIZER; SIZE TESTER

Measures undyed hose to determine if size meets specifications.

JOB DUTIES:

1. Collects sample hose from machines.
2. Pulls hose onto leg-shaped form and reads overall length and length of toe, foot, heel, and welt, from scale on form.
3. Records results and informs Knitting-Machine Fixer of any machine malfunctions.
4. May adjust knitting machine to correct minor malfunctions.
5. May stretch hose, using stretching machine, to measure hose dimensions while extended.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LINGO CLEANER (683.687-026)

Cleans metal lingos (weighted heddles) used in Jacquard loom harness.

JOB DUTIES:

1. Cuts harness cords from lingo, using curved, flexible knife, and lays lingos in tray.
2. Places tray of lingos in tub filled with cleaning solution, boils solution to remove dirt and oil from lingos and rinses lingos in adjoining tub.
3. Places tray of cleaned lingos in drying cabinet.
4. Removes trays from drying cabinet and ties lingos in bunches with cords.
5. Fofllows safety procedures in using curved, flexible knife.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT

LITHOGRAPHED-PLATE INSPECTOR (651.687-010)

Inspects lithographed tinplate for defects, such as ink smears, air bubbles, crooked edges or imperfect placement of designs.

JOB DUTIES:

1. Segregates imperfect sheets and stacks them for further processing.
2. Sorts out good tin plates.
3. Reportsd any unusual conditions to lithographer.
4. Identifies defects and records number of defective tinplate.
5. Keeps work area clean.

Functional Competencies

Things Low Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LOG CULLER (667.687-014)

ALSO LOG INSPECTOR

Inspects logs, used in manufacture of barrel staves, before they are cut into lengths by Stave-Log-Cut-Off Saw Operator.

JOB DUTIES:

1. Separates and marks for use in manufacture of barrel-heading material those logs having defects, such as knots, crooks, and cracks.
2. Operates log lift.
3. Follows safety procedures.
4. Counts number and records logs to be used.
5. May measure length and diameter of logs.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LOG HANDLER (677.687-010)
ALSO LOG ROLLER

Performs any combination off the following tasks to transfer logs and peeler blocks (log cut to lathe length) from pond, trucks, or conveyor to log deck, barken deck, or lathe deck.

JOB DUTIES:

1. Rolls logs from trucks, or conveyor to deck, using peavy, or transfers peeler blocks from pond to barken deck, using electric hoist and conveyor.
2. Arranges logs on deck for feeding logs to saws or positions blocks at lathe or barken deck, using conveyor.
3. Marks center of blocks for lathe chucks, using scale.
4. May attach hoist hooks to blocks and position block between lathe chucks.
5. May move levers to activate mechanism that kicks logs from conveyor to deck.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

LOOM HELPER (616.687-014)
ALSO WIRE-WEAVER HELPER

Assists Wire Weaver, Cloth in weaving wire cloth or screening.

JOB DUTIES:

1. Transports beams, magazines, wire stock, and machine parts to looms.
2. Attaches wire from spools to warp beam, threads warp wire through heddles and reeds of machine, and ties sections of wrap wire together.
3. Removes beams of finished screen or cloth from looms and transports them to stockroom or finishing department, using hoist, truck, conveyor, or dolly.
4. Removes spools and bobbins from automatic spooling machines and racks them onto magazines.
5. May thread warp wires indivdidually through heddles, between teeth of reed, and fasten ends to roller.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LOOSE-END FINDER, BOBBIN (681.687-014)

Observes operation of winding machines to detect loose ends of broken thread and ties them.

JOB DUTIES:

1. Ties loose ends of broken thread.
2. Keeps winding machine oiled.
3. Maintains clean work area.
4. Reports any excessive broken threads to supervisor.
5. Keeps bobbins in place.

Functional Competencies

Things — Light Phys Strength — Intermit Manual Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

MACHINEST HELPER, MARINE (623.687-010)
ALSO MACHINIST HELPER, OUTSIDE

Assists Machinist, Outside in installing ship machinery, such as motors, pumps, ventilating equipment and steering gear.

JOB DUTIES:

1. Drills holes in foundations in specified places for anchoring machinery, using portable, powered drills.
2. Assists in moving and leveling machinery, using portable jacks, as directed.
3. Bolts equipment to deck and attaches fuel, cooling, or lubricating lines as directed, using handtools.
4. Performs other duties as assigned.
5. Follows safety procedures in lifting and moving equipment.

Functional Competencies

Things — Heavy Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

MATRIX INSPECTOR (654.687-010)

Examines metal matrixes for defects which are discernible with naked eye.

JOB DUTIES:

1. Sorts out defective matrixes.
2. May keep record of type and number of defects.
3. Assists in duties as assigned.
4. Keeps work area clean and clear.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things
Light Phys Strength
Intermit Manual Dexterity
Math Level-Third
Reading Level-None
Minimal People Interaction
High Perceptual Discrimination

OIL-SPOT WASHER (689.687-050)

ALSO PILLOW-CASE CLEANER; SHEET CLEANER; SPOT WASHER

Removes oil and grease spots from cloth by either of following methods.

JOB DUTIES:

1. Washes spots from cloth, using handbrush, detergents and water, or prepared chemicals.
2. Dissolves and removes spots from cloth, using spray gun filled with cleaning chemicals.
3. May use illuminated inspection frame to facilitate detection of oil and grease spots.
4. May be designated according to articles cleaned.
5. Maintains organized supply of cleaning solutions.

Functional Competencies

Things
Light Phys Strength
Intermit Manual Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
High Perceptual Discrimination

PAGER (654.687-014)

Separates pieces of type after they are removed from type molds.

JOB DUTIES:

1. Cleans type and removes burrs, using file.
2. May separate type according to specified quantity of each character and size and face of type.
3. Sorts out defective type.
4. Reports unusual conditions to supervisor.
5. Transfers trays of type to typesetter.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PAINT POURER (652.687-022)

Pours paint in carriage of machine that prints colors and designs on linoleum rugs.

JOB DUTIES:

1. May mix paint to attain required color, using paddle.
2. Follows specific instructions for mixing paint and pouring.
3. Keeps area and carriage clean of paint.
4. Organizes paint hues for pouring.
5. Performs other duties of mixing paint as assigned.

Functional Competencies

Things Low Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PAPER-CONE GRADER (649.687-014)

ALSO PAPER-TUBE GRADER

Examines paper cones emerging from cone-making machines for defects.

JOB DUTIES:

1. Places acceptable ones on racks.
2. Tosses defective cones in trash receptacle.
3. May examine paper tubes.
4. Keeps work area clear and clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Low Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PAPER-PATTERN INSPECTOR (649.687-018)

Examines tissue paper patterns for accuracy of cutting, perforating, and numbering.

JOB DUTIES:

1. Places acceptable patterns on trays.
2. Tosses defective ones in box.
3. Examines defective tissues to determine types of defect.
4. Keeps work area clean and clear.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Low Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PASTER, SCREEN PRINTING (652.687-026)
ALSO STRETCHER

Positions (stretches) textile articles, such as towels, bath cloths, blankets, sheets and pillowcases at designated intervals on gummed-top table to prepare them for screen printing.

JOB DUTIES:

1. Smooths wrinkles from articles and presses articles to table top with hands to prevent slipping.
2. May hand printed articles on line to dry.
3. Sorts out defective cloth.
4. Brushes away lint.
5. Keeps edges flat on surface.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PATTERN HAND (652.687-030)

Prints patterns on paper strips and glues printed strips to wood or plastics sheets to guide workers engaged in cutting sheets.

JOB DUTIES:

1. Covers metal cut of desired pattern with printing ink, using handroller.
2. Places paper-strip on lower platen of hand transfer press, and positions inked cut on paper strip.
3. Moves lever to close press and stamp pattern on paper plastic sheet.
4. Removes printed strip from press and glues strip to wood or plastic sheet.
5. May nail several sheets together when more than one object is to be cut to same pattern.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PICKER (669.687-022)

Selects and examines seasoned logs, and loads logs onto skid and machine conveyor for processing into excelsior.

JOB DUTIES:

1. Selects seasoned logs, following specifications on work ticket, and examines wood for moisture content, using moisture gage.
2. Lifts logs onto skid for transportation to cutting machine that cuts logs into log blocks.
3. Lifts log blocks from floor and places them onto conveyor for movement to wood shredding (excelsior) machine.
4. Follows safety procedures.
5. May keep record of logs processed.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

PICK REMOVER (689.687-058)
ALSO THREAD PULLER

Removes false selvages and filling floats from looped pile fabric by hand.

JOB DUTIES:

1. Lifts roll of cloth onto brackets at end of table and unrolls cloth onto table.
2. Trims false selvage from one edge of cloth, using scissors.
3. Secures trimmed edge of cloth on pins set along edge of table.
4. Pulls false selvage on opposite edge of cloth to remove selvage and floats.
5. Folds and piles cloth on handtruck.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PITCH FILLER (619.687-018)
ALSO TUBE FILLER

Fills metal tubes with hot pitch or other materials to prevent warping during bending operations.

JOB DUTIES:

1. Heats pitch in vat and pours it into tubes, using pitcher or ladle.
2. Hangs tubes in heated oven or on rack and heats them with torch to remove pitch.
3. Dips empty tubes into vats of washing and rinsing solutions.
4. Follows safety procedures.
5. Transfers tubes to storage area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT/ODOR
HAZARDOUS

PLUGGER (613.687-010)
ALSO ROLLING-MILL PLUGGER

Replaces plugs used to form inside diameter of seamless tubing in rolling-mill machines.

JOB DUTIES:

1. Screws specified plug on end of rolling-mill-mandrel with tongs or positions plug in trough of rolling mill, using hoist, preparatory to forming tube.
2. Removes hot plug with tongs or hoist after tube has been rolled.
3. Immerses hot plug in bosh tank for cooling.
4. Moves controls to charge and discharge pipe shells from reheating furnace.
5. Follws safety standards.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT
HAZARDOUS

PRINTER, FLOOR COVERING, ASSISTANT (652.687-038)

Performs any combination of the following duties.

JOB DUTIES:

1. Lifts roll of felt paper, using chain hoist.
2. Places roll on spindle of machine that paits designs on roll to make floor covering.
3. Pours specified paint colors into machine troughs.
4. Keeps work area clean of spilt paint.
5. Follows specific instructions for sitting up paper and mixing colors.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PRINT-LINE INSPECTOR (652.687-034)

Examines furniture composition-wood-dimensional-panels for processing defects on discharge conveyor of tandem print-line machine.

JOB DUTIES:

1. Feels and inspects panels to detect defects, such as scratches, blemishes, and discolorations.
2. Marks defective areas with chalk or crayon and pushes panels along conveyor for removal.
3. May keep record of type and number of defects.
4. May assist in loading panels on conveyor.
5. Perform other duties as assigned.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PRODUCTION HELPER (691.687-010)

Performs any combination of following duties in fabricating and insulating electric wire and cable.

JOB DUTIES:

1. Ties pull ropes, attached to cables emerging from extruding machines, onto takeoff reels, and coils cable around reels.
2. Changes machine gears, using wrenches.
3. Unclamps and hoists full reels from braiding, winding, and other fabricating machines, using power hoist.
4. Rolls reels to other work areas or to storeroom.
5. Moves wire, rubber, and other materials from storage to work area, using handtruck.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PULLEY MAINTAINER (630.687-010)

Oils, greases and replaces idler rollers or pulleys which support cable used in mine haulage slope.

JOB DUTIES:

1. Oils and greases cable.
2. Follows safety procedures and standards for inspecting pulley.
3. Checks linkages on cables.
4. Reports any unusual conditions to supervisor.
5. Keeps supply of oil and greases.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

QUALITY CONTROL INSPECTOR (652.687-042)
ALSO WALLPAPER INSPECTOR

Examines rolls of wallpaper for defects, such as discoloration, printing irregularities, streaks, and color splashes, and tests for improper coating or waterproofing.

JOB DUTIES:

1. Unrolls portion of wallpaper rolls or hangs rolls on test wall to examine for surface defects and symmetry of printed figures, register of colors, and uniformity of waterproof coating.
2. May inspect new paper stock to detect ripples or other flaws.
3. May inspect sample rolls of wallpaper for printing irregularities before authorizing printing of remaining rolls.
4. May apply specified test chemicals to wallpaper sample to test for washability.
5. Maintains clean work area.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

RACKER, SILK-SCREEN PRINTING (659.687-014)

Inspects and racks printed paper or cardboard.

JOB DUTIES:

1. Examines printed pieces for smears or uneven color.
2. Places acceptable pieces in rack to dry.
3. Replaces filled racks.
4. Maintains supply of cardboard or paper for printing.
5. Refills printing tray with paint and performs other routine tasks.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

RAW-SILK GRADER (689.687-062)

Inspects raw silk samples to determine if silk meets specified quality standards.

JOB DUTIES:

1. Places silk on grading frame.
2. Examines silk, using various lighting effects,.
3. Compares shade of silk to standard examples on master panel.
4. Sorts silk, using various lighting effects.
5. Places rejects in special bin.

Functional Competencies

Things   Light Physical Strength   Intermit Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

REEXAMINER (684.687-014)
ALSO REINSPECTOR

Inspects hose sample of specified styles, or samples previously examined by Pairers to insure that specifications are met.

JOB DUTIES:

1. Records finding on each sampling.
2. May train and supervise workers.
3. Compares hose with samples of acceptable product.
4. Places rejects in special bin.
5. Reports any unusual conditions to foreman.

Functional Competencies

Things/Data   Light Phys Strength   Intermit Man Dexterity
Math Level-Third   Reading Level-Third
Intermit People Interaction   High Perceptual Discrimination

REFRIGERATION-MECHANIC HELPER (637.687-014)

Assists Refrigeration Mechanic in installing, maintaining, and repairing industrial and commercial refrigerating systems.

JOB DUTIES:

1. Transports tools, materials, components, and refuse to and from work area.
2. Lifts or holds parts while Refrigeration Mechanic fits, alines, and fastens them into position.
3. Bolts or unbolts parts, using handtools.
4. May cut and thread pipe to specified length, using pipe cutter, stock, and die.
5. May insulate cabinets and systems.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ROLL EXAMINER (640.687-010)

Examines paper winding on reel for defects, such as spots, holes and wrinkles.

JOB DUTIES:

1. Inserts strip of paper in roll to flag defects for removal as cutting and rewinding machine.
2. Maintains continuous attention to winding reel.
3. Reports unusual conditions to supervisor.
4. May oil or grease winding reel.
5. Keeps work area clear and clean.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ROPE CLEANER (699.687-022)

Rubs powdered mica onto tension rope of warp beam to prevent rope from slipping.

JOB DUTIES:

1. Maintain even tension on warp.
2. Maintains continuous attention to tension rope.
3. Keeps rope clear and free.
4. Reports unusual conditions to supervisor.
5. Follows safety procedures.

Functional Competencies

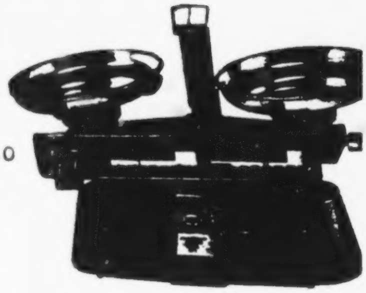
Things Medium Phy Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

ROVING-WEIGHT GAGER (680.687-018)
ALSO WEB SIZER

Weighs roving samples from wool carding machines and adjusts machines to produce roving of specified weight.

JOB DUTIES:

1. Measures roving with ruler to obtain sample of specified length.
2. Weighs sample and compares weight with standard chart to detect variations.
3. Moves weight on weight-control lever of carding machine to regulate rate at which raw stock is fed into machine, altering weight of roving produced.
4. May weigh rolls of fibrous web.
5. Keeps scale are clean and clear.



Functional Competencies

Things Medium Phys Strength Intermit Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

RUG CLEANER (689.687-066)

Removes grease spots, stains, and similar manufacturing blemishes from rugs, using solvent, such as carbon tetrachloride, and rags, brushes, pads, and sponges.

JOB DUTIES:

1. Loads rugs in extractor for drying.
2. Works as member of team to clean and dry rugs.
3. Transfers rugs to drying area.
4. Reports unusual conditions to supervisor.
5. Follows safety procedures in lifting and carrying.

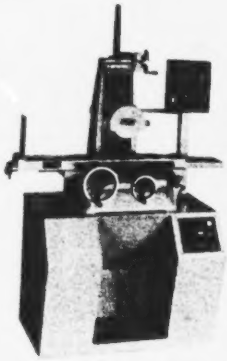
Functional Competencies

Things/Data Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-ODOR/VENTILATION****
****HAZARDOUS****

SHEAR-GRINDER-OPERATOR HELPER (628.687-014)

Assists Shear-Grinder Operator in sharpening cloth-shearing machine blades.



JOB DUTIES:

1. Removes blades from shearing machines and transports blades to and from grinding area, using handcart.
2. Positions blades in jig or chuck of grinding machines.
3. Hands Shear-Grinder Operator tools or supplies as directed.
4. Spreads oil and emery powder on blades as blades are being lapped together.
5. Boils sharpened blades in vats to remove oil and abrasive dust.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS****

SHUTTLER (689.687-070)

Threads and replaces shuttles in shuttle rail of embroidery machine to maintain embroidery operation.

JOB DUTIES:

1. Inserts thread, needles, cloth and backing in machine.
2. Inserts and threads prewound bobbins into empty shuttles.
3. Places shuttles into slots of machine shuttle rail to maintain embroidery operation.
4. Keeps work area clear and clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

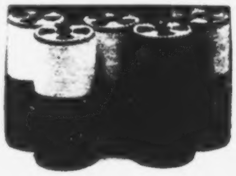
Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SORTER (681.687-018)
ALSO THREAD INSPECTOR; CAKE INSPECTOR

Examines synthetic-fiber thread, passing continuously in front of electric light, for such defects as weak spots, lumps, irregular twisting, grease stains, and snags.

JOB DUTIES:

1. Rejects lots of thread not meeting plant standard.
2. May inspect washed and dried cakes of yarn for loose ends, remove excess thread with scissors.
3. May grade skeins of yarn by weight or presence of irregularities.
4. Sorts material according to irregularities.
5. Reports unusual conditions to supervisor.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SPANNER (689.687-074)

Attaches fabric to frames for installation in embroidery machines.

JOB DUTIES:

1. Clips garment piece to top of frame, pulls fabric taut, and clamps or pins overhanging materials under frame.
2. Adjusts frame on machine and alines neeedles and shuttle rails, using spanner wrench.
3. May pin applique cloth strips over spanned fabric.
4. May cut threads and excess applique material from embroidered garment section before removing pieces from frame.
5. May thread needles, replace depleted bobbins, and cut threads between needles and embroidered fabric.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SPIRAL-TUBE-WINDER HELPER (640.687-014)

ALSO SPIRAL-WINDING-MACHINE HELPER; WINDER HELPER

Assists Spiral-Tube Winder to fabricate paper cores or tubes.

JOB DUTIES:

1. Inspects tubes, ejected from winding machine, for defects, such as excess glue and open seams.
2. Wraps cord around specified number of tubes and ties into bundles.
3. Loads tubes on truck or stacks them on floor.
4. Mounts new reels of paper on machine spindle, using hoist, assists in installing cutting saw and other machine parts.
5. Fills glue reservoir.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

TENSION CHECKER (683.687-034)

Tests and adjusts tension of warp on looms or other textile machines, using tensiometer.

JOB DUTIES:

1. Presses arm of tensiometer against several threads of warp and reads gage.
2. Removes or adds weights, or turns adjustment nut with wrench to adjust tension, according to specifications.
3. May test accuracy of tensiometer with known weights and adjust tensiometer, using screwdriver.
4. Keeps material and tools in working order.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-LINT

THREADER (689.687-078)

Assembles and threads brass bobbins into carriages of Levers lace machines.

JOB DUTIES:

1. Places yarn-filled bobbin in carriage.
2. Loops bobbin threads over hooked needle and draws thread through carriage eye.
3. Sorts and separates carriages according to spring strength to insure required placement in machine.
4. Keeps work area clear and clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-LINT

TIE INSPECTOR (669.687-026)

Inspects railroad ties for defects and checks measurement of ties, using tape measure.

JOB DUTIES:

1. Examines tie for defects, such as knots, square or round ends, or rot.
2. Measures width of tie, using tape measure.
3. Classifies tie according to width and kind of wood.
4. Records number of tie inspected daily.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

TOPPER (685.687-026)

Loops stitches of ribbed garment parts on points of transfer bar to facilitate transfer of garment part to needles of knitting machine.

JOB DUTIES:

1. Cuts several stitches and pulls yarn out by hand to unravel rows of surplus fabric between points and edge of fabric.
2. May assist Knitter, Full-fashioned Garment to doff machine.
3. May transfer stacks of garments using hand cart.
4. Keeps machines in working order.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading LEvel-None
Minimal People Interaction High Perceptual Discrimination

TRAVELER CHANGER (682.687-010)

Changes travelers on ring-spinning frames according to style or size of yarn being processed or at regular intervals because of wear, using fingers or hook.

JOB DUTIES:

1. May thread yarn through traveler and restart machine.
2. Cleans area of frames.
3. Inspects travelers on regular basis.
4. Follows safety procedures.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

WALLPAPER INSPECTOR AND SHIPPER (652.687-046)

Inspects wallpaper for printing defects and prepares wallpaper for shipment.

JOB DUTIES:

1. Lifts bolt of wallpaper onto letoff rack.
2. Pulls wallpaper across inspection table and clamps wallpaper to rod on powered windup rack.
3. Sets footage meter.
4. Presses foot switch and observes wallpaper for defects, such as color splashes, smudges, and irregular printing as paper if wound onto windup rack.
5. Cuts wallpaper from bolt when specified footage is wound.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WRAP-YARN SORTER (681.687-022)

Sorts yarn packages into sets of specified numbers to be placed on creel of warper.

JOB DUTIES:

1. May convey yarn from storage or other department, using handtruck.
2. May distribute yarn.
3. Performs other duties as assigned.
4. Organizes storage area for yarns.
5. Take coffee breaks when scheduled.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WOOD INSPECTOR (663.687-010)

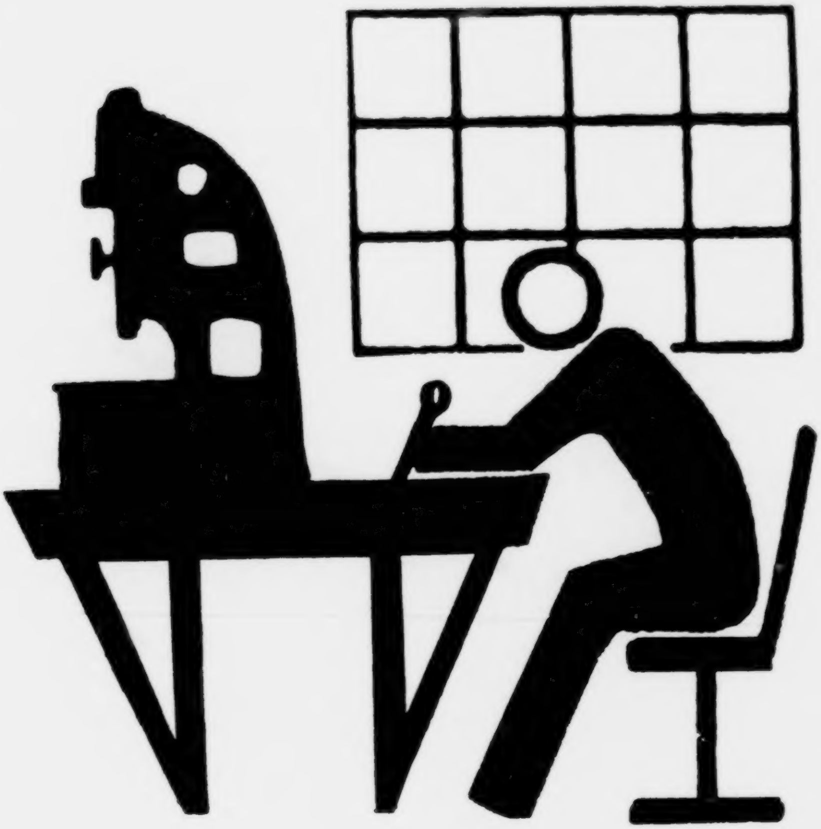
Inspects debarked pulpwood logs used in the manufacture of paper and related materials.

JOB DUTIES:

1. Observes logs passing on conveyor to detect completeness of debarking process,
2. Positions veneer sheets under clipping blade, following guide marks, to aline sheets for clipping edges and to cut sheets to specified width.
3. Stacks clipped veneer sheets on cart and pushes loaded cart to next processing station.
4. Performs other duties as assigned.
5. N/A

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination



BENCH WORK OCCUPATIONS

ACETONE-BUTTON PASTER (734.687-010)

Brushes or drops acetone cement on backs of buttons to attach metal shanks of buttons.

JOB DUTIES:

1. Presses shank into softened plastic.
2. Maintains supply of cement, keeps nozzle clog free.
3. Keeps work station organized and clear.
4. Lifts boxes of metal shanks to work bench.
5. Works in ventilated area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

ACID CHANGER (727.687-010)
ALSO ACID DUMPER

Starts conveyors and pushes incoming storage batteries onto conveyor leading to machine which inverts batteries over receiving tank to drain used forming acid or manually unloads batteries from forming trucks, inverts batteries and places batteries on rack to drain.

JOB DUTIES:

1. Place drained batteries on conveyor for refill station or on truck.
2. May strip connectors and dummy vents before draining.
3. Replace after draining.
4. Refill battery with acid, using vacuum filling machine.
5. May ascertain specific gravity of acid in battery, using therometer and hydrometer.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discriminatin

****HAZARDOUS****

ACID FILLER (727.687-014)
ALSO ACID LEVELER

Fills storage battery cells with sulfuric acid solutions of specified concentration preparatory to forming and charging.

JOB DUTIES:

1. Arrange batteries in groups on tables or trucks according to specified acid concentration.
2. Hold spouts of hoses on gravity flow or siphon-type fillers over battery vents.
3. Adjust valves manually or pushes pedal to control flow of acid to cells.
4. Fit rubber gaskets on multiple filler head of vacuum filling machine to set level of fill.
5. Position filler head on battery vents and adjust controls to start vacuum action and fill cells.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****HAZARDOUS****

ADHESIVE PRIMER (732.687-010)

Applies adhesive to edge strips of partially fabricated ski to prepare ski for attachment of top layer, using roller and adhesive.

JOB DUTIES:

1. Examine ski for defects.
2. Rub bumps with abrasive cloth to smooth surface.
3. Mark holes on skis with chalk.
4. Stack marked skis aside for rework
5. Apply adhesive to edge strips.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ADHESIVE SPRAYER (795.687-014)
ALSO GLUER; ARROW-POINT ATTACHER; GASKET ATTACHER; NOCK APPLIER; PAD ATTACHER; SAMPLE MOUNTER; BOX COVERER; PAPER CONE MAKER; RUBBER ATTACHER

Glues material such as paper, cloth, leather, wood, metal, glass, rubber or plastic together.

JOB DUTIES:

1. Apply adhesive to surface of material by brushing, spraying, dipping, rolling.
2. Press glued materials together manually, with hand roller or by using clamps to set glue.
3. Perform limited assembly of preglued material.
4. Trim excess material from cemented parts.
5. Visually inspect completed work.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

AIR-AND-WATER-FILLER (764.687-010)
ALSO AIR FILLER; BARREL WATERER

Injects compressed air and water into barrels prior to inpection.

JOB DUTIES:

1. Drive rubber valve into bunghole, using hammer.
2. Inserts nozzle into valve.
3. Pulls lever to inject air and water into barrel until specified pressure is attained.
4. Remove nozzle from barrel and set aside for inspection.
5. May taper bunghold using reaming machine.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

AIR CHECKER (710.687-018)
ALSO CALIBRATION CHECKER

Tests accuracy of pressure-activited controls.

JOB DUTIES:

1. Seat control in holding fixture.
2. Couples air-pressure lines to capillary tube of control.
3. Open air valve.
4. Observes action of contact points within specified pressure range.
5. Compares reading of scale pointer on control with reading on gage to verify accuracy of control.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

AIR TESTER (764.687-022)
ALSO BARREL INSPECTOR, TIGHT; BARREL TESTER AND DRAINER; FINAL INSPECTOR; FINAL TESTER; KEG INSPECTOR

Examines heads and staves of tight barrels or kegs, containing water and compressed air, to determine if they are liguid tight.

JOB DUTIES:

1. Roll and tumble barrel to a spread water over interior.
2. Examine barrel for fsulty stave joints, leaks, defects in material.
3. Mark defects with chalk.
4. Roll barrel to Cooper.
5. Make minor repairs to barrel, such as plugging wormholes, knotholes, and small leaks.

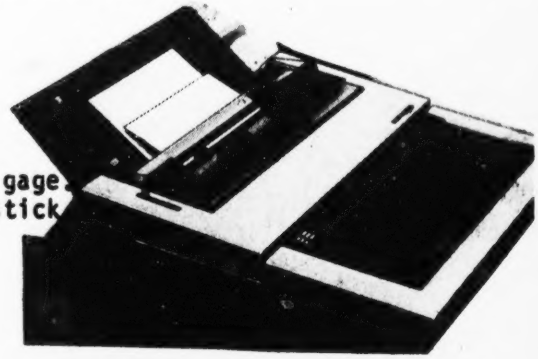
Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ALINING CHECKER: (706.687-022)
ALSO INSPECTOR, ALIGNING

Examines typed characters and exterior features of typewriter, such as serial number and carriage model, for conformance to specifications.

JOB DUTIES:



1. Verifies serial number, model carriage, style against specifications.
2. Measures width of type guide, using go-not-go gage.
3. Compare arrangement of key tops with diagram stick positions of characters.
4. Type line-of-write on sample sheet
5. Examine typing for defects.

Functional Competencies

Things/Data   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

ALTERNATION INSPECTOR (789.687-078)
ALSO GARMENT, ALTERNATION EXAMINER

Examines altered garments to insure compliance with standards of workmanship.

JOB DUTIES:

1. Remove lint and loose threads from garment.
2. Examine garment to ascertain that it is pressed, buttons are sewed on, alterations have been completed.
3. Match suit jacket, pants or other parts to see that customer receives complete garment.
4. Verify cost of alterations with sales check.
5. Place garment in protective bag.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

ALUMINUM-CONTAINER TESTER (727.687-018)
ALSO BATTERY-CONTAINER TESTER

Tests efficiency of enamel insulation of finished aluminum battery containers, using electrical testing apparatus and chemical solutions.

JOB DUTIES:

1. Place lid on metal fixture wired to instrument panel to test coating on lid.
2. Dip instrument terminal in chemical solution.
3. Rub terminal over surface of lid, checking for sparks that indicate insufficient insulation.
4. Outline areas that emit sparks with crayon to guide workers in applying additional enamel coating.
5. Fill container with chemical solutions to ohmmeter, in solution and observe instrument dial to determine if insulation is effective.

Functional Competencies

Things Heavy Phys Strength Continous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****HAZARDOUS****

ANCHOR TACK PULLER (788.687-146)
ALSO ANCHOR AND INSOLE TACK PULLER

Pulls temporary holding tacks from insole and upper of lasted shoe, using tack-pulling tool or pincers.

JOB DUTIES:

1. Removes toe-wire and tacks from lasted shoes, using tack puller and pincers.
2. Keeps work area cleared of pulled tacks.
3. Follows safety standards, wears goggles.
4. Sets aside broken shoes.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ANTISQUEAK FILLER (788.687-010)

ALSO ANTISQUEAK APPLIER; ANTISQUEAK CHALKER; CHALKER; FLARE CHALKER; OUTSOLE PARAFFFINER

Brushes coating of liquid chalk, paraffin or wax on parts such as heel bases, flares, and outsoles.

JOB DUTIES:

1. Keeps brushes pliable and clean.
2. Maintains necessary supply and level of paraffin or wax.
3. Sorts out defective heels and toes.
4. Reports any unusual condtions to supervisor.
5. Keeps work area clear of paraffin or wax.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAND ARCH-PAD CEMENTER (788.687-030)

ALSO HEEL BUILDER; BOTTOM CEMENTER; BOX-TOE CEMENTER; HEEL CEMENTER; HEEL COVERER; HEEL PADDER; SHANK CEMENTER, HAND; SOCK LINER; SOLE LAYER, HAND; UPPER DOUBLER

Joins precemented shoe parts, or applies cement to join parts, employing one of the following methods.

JOB DUTIES:

1. Brush cement onto parts.
2. Sprays cement onto parts, using spray gun.
3. Rub parts over cement-covered roller.
4. Feed and pull parts between cement-covered rollers.
5. Trim excess material from cemented parts.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

ASSEMBLER-ARRRANGER (739.687-014)

ALSO BIT SETTER ; BORER-STEM; FERRULER, REAMER; STEM ASSEMBLER; STEM SETTER

Joins parts, such as bowls and stems, to assemble corncob pipes performing any combination of the following tasks.

JOB DUTIES:

1. Dip end of pipestem in glue and tap stem into pipe bowl, using mallet.
2. Hammer metal ferrule onto end of pipestem.
3. Hold end of stem over rotating reamer to enlarge hole in stem for insertion of mouthpiece.
4. Position pipe bowl over flexible airhose.
5. Bend hose to release air that blows sawdust from reamed bowl.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

AIR HAMMER OPERATOR (733.687-014)

ALSO ASSEMBLER, MECHANICAL PENCILS AND BALL-POINT PENS; DESK-PEN-SET ASSEMBLER

Assembles parts of ballpoint pens and mechanical pencils.

JOB DUTIES:

1. Select pen or pencil parts according to color or work-ticket specifications.
2. Place parts together, guided by edges, holes, and slots and fastens device.
3. Position parts in holding device under ram of press.
4. Depresses pedal that lowers ram.
5. Positions parts in holding device of machine that clinches prongs or clips, joining parts.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

AIR HAMMER STRIPPER (794.687-050)
ALSO SCRAPPER BREAKER; KNOCKER-OFF PEELER

Removes excess material from prescored cardboard carton blanks, performing any combination of the following.

JOB DUTIES:

1. Strip waste from blanks stacked on pallet, using airhammer and chisel.
2. Place edge of chisel on cutting mark at top of stack.
3. Push hammer down through stack to remove excess material.
4. Places stack of precut blanks on worktable
5. Strikes edge with hammer to knock out scored corners or edges.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

ARTIFICIAL-PEARL MAKER (770.687-010)
ALSO PEARL DIPPER

Dips glass beads in solution of pearl lacquer to make pearls.

JOB DUTIES:

1. Stick beads on pins or toothpicks.
2. Count them on wooden blocks.
3. Set blocks in device that dips beads in solution.
4. Cut pearls off pins with knife.
5. May finish pearls by applying glue, stringing on thread and linking together.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ASSEMBLER, AMMUNITION (737.687-010)

Performs any combination of following duties to assemble fittings on fragmentation bombs.

JOB DUTIES:

1. Wipe nose-adapter threads with cloth and solvent.
2. Dry adapter using airhose.
3. Coat interior threads of adapter with thin layer of grease.
4. Brush nose-plug threads with fast-drying paint.
5. Screw plug into adapter and screw adapter into nose section of bomb.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, BUTTON (734.687-018)

Inserts paper label in back of celluloid or metal advertising buttons.

1JOB DUTIES:

1. Forces shaped stickpin under rim.
2. Lifts boxes of paper labels and buttons to work bench.
3. May keep count of number completed.
4. Rejects any broken parts.
5. Follows safety procedures and care of stickpin.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, COIN MACHINE (731.687-010)

Assembles ball-propelling units of pinball games, using handtools.

JOB DUTIES:

1. Screw cap on rod with pliers.
2. Slips spring on rod.
3. Insert end of rod through hole in housing.
4. Attaches pull knob, using screwdriver.
5. Pull knob to test spring tension of assembly.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER (701.687-010)
ALSO PINNER; ASSEMBLER, KNIFE

Joins parts, such as handles, blades, gears, or springs to assemble articles, such as pliers, knives, razors, shears, knife sharpeners, can openers, and ice crushers.

JOB DUTIES:

1. Positions parts together following guides.
2. Rivet, bolt, or screw parts together, using hammer, riveting machine, wrench, or pneumatic screwdriver.
3. Drill, ream, or tap holes in parts of pliers, using drill press.
4. Use clamps, pneumatic or screw presses and other aids to hold parts during assembly.

Functional Competencies

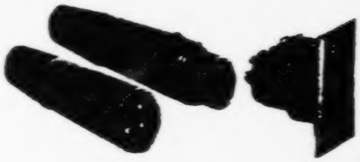
Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER (729.687-010)
ALSO CONTACT ASSEMBLER ; PLUG ASSEMBLER; PULL-SOCKET ASSEMBLER; PUSH-BUTTON SWITCH ASSEMBLER; TERMINAL BLOCK ASSEMBLER; TUMBLER-SWITCH ASSEMBLER

Assembles mechanical parts of electrical equipment, such as light sockets, switches, terminal boards, and plugging devices.

JOB DUTIES:

1. Fit together parts, such as socket bases, shafts, contact fingers.
2. Test actions of moving parts.
3. Listens for unusual sounds to detect defective parts or faulty operation.
4. Verifies completed assembly against pictorial drawings.
5. Separates out rejected assemblies.



Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER (781.687-010)
ALSO ASSORTER, BUNDLER; BUNDLE-TIER; FEEDER; FITTER; FOLDER; MATCHER; TIER PIECER-UP

Assembles specified number of selected garment, glove, or mitten parts into bundles for distribution to production workers.

JOB DUTIES:

1. Select parts required to make complete article according to size, style, and color.
2. Count specified number of garment parts of same size, style, and color.
3. Ties parts into bundles by hand.
4. Tie production ticket to bundles of parts.
5. Stack bundles onto handtruck according to style, size and color.

Functional Competencies

Things/People Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

ASSEMBLER (734.687-014)

ALSO TABLEWORKER

Assembles fabric badges from such materials as metal bars, ribbon and metal buttons.

JOB DUTIES:

1. Slide hanger on back of metal bar through hemmed edge of ribbon.
2. Brush cement onto back of metal or plastic bar.
3. Press edge or ribbon onto bar.
4. Position ribbon over back of metal button.
5. Press circular wire pin against ribbon and under back edge of button.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER-ARRANGER (739.687-010)

ALSO ARRANGER-ASESMBLER

Assembles decorative wall plaques by hand.

JOB DUTIES:

1. Arrange flowers or other ornamental material, according to prepared design.
2. Glue parts on pasteboard, plastic or wooden background.
3. Place sheet of glass over design.
4. Apply gummed tape around edges to hold glass in place.
5. Assemble decorative arrangement, using twisting machine to fasten arrangement together.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, CARDS AND ANNOUNCEMENTS (794.687-010)

Assembles greeting cards, programs, menus, and wedding and business announcements.

JOB DUTIES:

1. Fold printed sheets or cards into various shapes or designs.
2. Attach seals, lace, sacket bags, ribbon, or other paper or metallic inserts on cards, using glue, tape or stapled.
3. Apply glue to edges or corners of cards with brush.
4. Glue and insert sheets on greeting cards by machine.
5. Examine finished cards for defects.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER-CRIMPER (759.687-014)

ALSO COUPLER, ASSEMBLER-CRIMPER; HOSE-COUPLING JOINER

Joins metal couplings to cured rubber hose.

JOB DUTIES:

1. Attach expansion shaft to air-powered expander device, using handtools.
2. Positions specified expansion ring on shaft and coupling on end of hose.
3. Slip hose over expansion shaft.
4. Start expander device that spreads expansion ring and locks coupling to hose.
5. Cut hose to specified length before attaching couplings, using miter box and knife.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, DRY CELL AND BATTERY (727.687-022)
ALSO WIRE BENDER; CORE DROPPER

Performs any combination of the following tasks to assemble dry cells and dry batteries.

JOB DUTIES:

1. Remove cans (cell containers) from cartons and racks cans in tray.
2. Drop washer into bottom of cans.
3. Pull lever to drain measured amount of liquid paste into can.
4. Place paper liner (spider) over open end of can.
5. Drop core into can, forcing spider to line can and wrap core.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, FAUCETS (764.687-014)

Assembles wooden parts to make faucets for wine and beer kegs and barrels.

JOB DUTIES:

1. Brush glue on faucet parts.
2. Fit parts together.
3. Hammer spigot in faucet, using mallet.
4. Maintains clean work area.
5. Informs supervisor of any unusual conditions.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, FILTERS (739.687-018)

Assembles fiber glass filters for use in industrial and domestic heating and cooling units.

JOB DUTIES:

1. Place layer of precut treated fiber glass between perforated metal sides for reinforcement.
2. Insert assembly in cardboard frame.
3. Fold sides of frame over edges of reinforcements.
4. Secure sides in place, using glue and staples.
5. Seal edges of frame, using gummed tape.

Functional Competencies

Things
Medium Phys Strengsth
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
Medium Perceptual Discrimination

ASSEMBLER, MARKING DEVICES (733.687-010)

ALSO FOUNTAIN-BRUSH ASSEMBLER; FOUNTAIN-ROLLER ASSEMBLER; PEN ASSEMBLER

Performs any combination of following duties to assemble stencil marking and ink applying devices.

JOB DUTIES:

1. Select parts according to specifications.
2. Aline parts following guides, such as contours, edges, slots, or fastening devices.
3. Join parts manually or using handtools, such as wrenches and power screwdrivers.
4. Position parts on holding device of machine bed under ram and moves lever to lower ram, joining parts.
5. Clean parts, using air gun.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
Medium Perceptual Discrimination

ASSEMBLER, FISHING FLOATS (732.687-014)

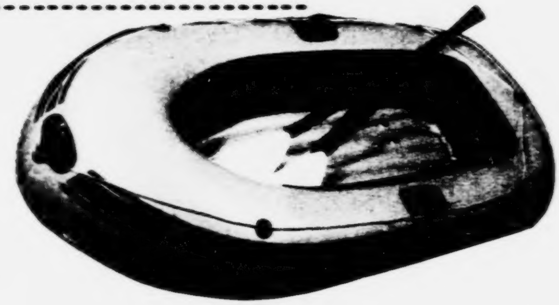
Assembles and packs transparent plastic-bubble fishing floats.

JOB DUTIES:

1. Insert filling tube through end holes of molded float halves.
2. Snap halves together.
3. Place assembled units into plastic bags.
4. Close bags, using stapler.
5. Keep taple gun filled and clear.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination



ASSEMBLER, GARMENT FORM (739.687-022)

Joins together prefabricated papier-mache garment form sections.

JOB DUTIES:

1. Connect form sections that hold, fit, or shape garments being manufactured or altered.
2. Insert pedestal into cavity of assembled form.
3. Fasten form to pedestal, using handtools.
4. Trims off excess papier-mache.
5. Follows additional instruction for preparation.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, LATCHES AND SPRINGS (706.687-030)

ALSO PUSH-CONNECTOR

Installs catches in vacuum cleaner hose couplings, using fingers and metal pry.

JOB DUTIES:

1. Position spring-steel ring in holding groove on inside wall of coupling.
2. Prys ring away from coupling wall, using handtool, and slip latch bar between ring and wall.
3. Positions latch bar so that pushbutton attached to bar protrudes through opening in coupling wall.
4. Inserts second latch bar at opposite point on coupling.
5. Inspects completed unit for free movement.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, LEATHER GOODS (783.687-010)

ALSO FILLER AND TRIMMER; FRAME COVERER; HANDLE ATTACHER; HANDLE MAKER

Assembles leather products, performing any combination of the following duties.

JOB DUTIES:

1. Cut loose threads from product, using scissors.
2. Affix cardboard backing to lining, using double-sided-gum tape.
3. Cement cardboard to metal handle and stapled preassembled leather parts to cardboard, prior to sewing operation, to assemble handles for handbags or luggage.
4. Attach handles to frames, using rings and pliers.
5. Brushes cement on parts, such as tabs, slots, marks, and edges, and presses parts together to join them.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, OIL FILTERS (739.687-026)

Asesmbles automobile and airplane oil filters performing any combination of following tasks.

JOB DUTIES:

1. Fold, convolute, and cure filter paper.
2. Place roll of paper on holder and threads paper through machine.
3. Observe machine for jamming or overcuring.
4. Assemble pack (filter paper), metal tube and jacket (perforated filter paper) into unit.
5. Dips ends of unit in liquid plastic solution.

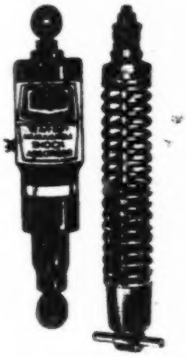
Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, PRODUCTION (706.687-010)

Performs one or more repetitive bench or line assembly operations to mass-produce products, such as automobile or tractor radiators, blower wheels, refrigerators, or gas stoves.

JOB DUTIES:



1. Place parts in specified relationship to each other.
2. Bolt, clip, screw, cements, or otherwise fastens parts together by hand, or using handtools or portable powered tools.
3. May tend machines, such as arbor presses or riveting machine, to perform force fitting or fastening operations on assembly line.
4. May be assigned to different work stations as production needs require.
5. May work on line where tasks vary as different model of same article moves along line.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Nsone Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSEMBLER, RUBBER FOOTWEAR (753.687-026)

ALSO MAKING-LINE WORKER

Places parts and joins seams to assemble rubber footwear articles as they pass by on lasts on conveyor jacks, performing any combination of the following tasks.

JOB DUTIES:

1. Place last on conveyor jack.
2. Remove upper from conveyor, wraps around last, and presses back seam at heel to hold upper onto last.
3. Turn or pull last upright in position for next operation.
4. Join seams, such as back, toe, pocket, and top, allowing specified margin and pressing seams with fingers to insure complete union.
5. Remove part from book, frame, board, or stack and add part to workpiece by fitting and placing in designated location, each worker performing one operation, at successive stations, until article is completed.

Functional Competencies

Things
Medium Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
Medium Perceptual Discrimination

ASSEMBLER, SLIDE-FASTENER-CHAIN (734.687-074)

ALSO PULLER; ZIPPER JOINER; SLIDE-FASTENER STRINGERS

Joins together stringers (sides) of slide fasteners, using slider jig.

JOB DUTIES:

1. Aline links of stringer with links of other stringer and inserts ends of stringers in slider jig.
2. Pull ends of stringers through jig to interlock links.
3. Examine fastener for defects, such as crooked, broken, flattened, or misalined links.
4. Cut out defective section, using scissors and splice sections using adhesive tape or hand stapler.
5. May sew sections together to prevent raveling, using serging sewing machine.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
Low Perceptual Discrimination

ASSEMBLER, TOYS AND GAMES (731.687-034)
ALSO ASSEMBLER, TOY VOICES; DOLL-EYE SETTER; STUFFED-TOY JOINER; TOY ASSEMBLER, PLASTIC; TOY ASSEMBLER, WOOD; WHEEL ASSEMBLER, BABY CARRIAGE

Assembles part of various materials, such as plastic, wood, metal or fabric to mass produce toys performing any combination of following tasks.

JOB DUTIES:

1. Select parts specified and position parts in designated relationship to each other, using hands, tweezers or pliers.
2. Assemble and fasten parts of toys together, using clips, glue, jig, screws, dowels, nails, handtools, and portable powered tools.
3. Inspect toys for specified color and operation of parts.
4. May tend previously setup machines, such as drill press, reamer, welding machine, nailing machine, flanging press and punch press.
5. Assembles parts in designated order following model.

Functional Competencies

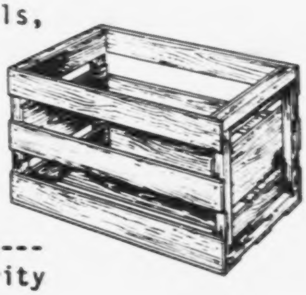
Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ASSEMBLER INSPECTOR (762.687-014)
ALSO BOX INSPECTOR

Inspects and repairs wood boxes.

JOB DUTIES:

1. Examine partially or completely assembled boxes and crates for defects, such as cracks, nicks, holes, and diagonally driven and protruding nails.
2. Remove diagonally driven nails and drive in protruding nails, using hammer.
3. Smooth rough spots and edges, using sanding block or wire brush.
4. Reject substandard boxes.
5. May sort assembled boxes according to specified groups.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ASSORTER (703.687-010)

Inspects tinplate for defects and for conformance to specified weight, size, and gage, and classifies material according to quality.

JOB DUTIES:

1. Examine sheets for defects, such as insufficient coating, holes, dirt, bows, or twists.
2. Wipe grease from sheets with cloth and straightens bent corners with handtools.
3. Measures gage of sheets, using micrometers, and compares measurements with customer specifications.
4. Weigh sheets on scale.
5. Sort sheets according to defects found and place sheets in piles.

Functional Competencies

Things　Medium Phys Strength　Continuous Man Dexterity
Math Level-Sixth　Reading Level-None
Minimal People Interaction　High Perceptual Discrimination

AWNING SPREADER (789.687-090)
ALSO LABORER, CANVAS SHOP; RING SEWER

Performs any of following tasks in laying out, cutting, sewing, fabricating, and assembling canvas products, such as awnings, tents, and tarpaulins.

JOB DUTIES:

1. Carries or handtrucks supplies to work stations.
2. Unroll cloth from bolt, cut cloth to specified length with hand shears, and spread cloth on table for pattern layout and cutting.
3. Stack and mark cut cloth according to work order.
4. Roll cloth into bundles.
5. Tie and tag bundles.

Functional Competencies

Things/People　Heavy Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Intermit People Interaction　Medium Perceptual Discrimination

BAG LINER (789.687-014)

Places cotton bag on form and pulls burlap bag down over it to line burlap bag.

JOB DUTIES:

1. Rejects torn bags.
2. Passes form and bag onto next worker.
3. Lifts sacks of burlap to work area.
4. Keeps work area free and clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BAG LOADER, AMMUNITION (737.687-014)

Loads ammunition charge bags with previously weighed quantities of powder.

JOB DUTIES:

1. Receive cup containing powder from Check Weigher.
2. Insert funnel into bag opening.
3. Pour charge into bag through funnel, shaking bag to settle powder.
4. Follows all safety procedures.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

BAG PATCHER (782.687-046)
ALSO SACK MENDER; SACK REPAIRER

Repairs worn or torn burlap and cloth sacks, using needle and thread or sewing machine.

JOB DUTIES:

1. Cut burlap or cloth to form patches for sacks, using shears.
2. May close open end of sack to prepare sack for filling through valve.
3. Maintais thread materials.
4. Cleans and oils sewing machine.
5. Carries stacks of burlap to and from work area.

Functional Competencies

Things — Medium Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

BALANCER (732.687-086)
ALSO WEIGHER; WEIGHT TESTER

Weighs and adjusts weight of shuttlecocks.

JOB DUTIES:

1. Place shuttlecock (purposely made underweight) on balance scale and read weight on meter.
2. Position lead disks on center of cork base of shuttlecock with tweezers until specified weight is indicated by meter (weight must be standard to insure uniform speed of shuttlecock in flight.)
3. Press lead disks into drilled cork with hand punch.
4. Keeps balance clean.
5. Maintains quality control.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-Third — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

BALE-COVERER (782.687-018)
ALSO CLOTH-BALE HEADER; BURLAPPER

Sews lapped edges of burlap that protects bales or rolls of cloth during shipment, using needle and thread.

JOB DUTIES:

1. Trims off excess material on edges with shears.
2. Inspects bales and reports any unusual conditions to shipper.
3. Maintains materials and supplies for work.
4. May move or lift bales or rolls of cloth.
5. Follows safety procedures for lifting.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BAND ATTACHER (715.687-010)

Attaches wrist bands to watches, using handtools.

JOB DUTIES:

1. Remove holding pins from case, using handtool.
2. Insert pins into holes in band.
3. Reattach pins in case to secure band.
4. Thread band through hole in women's watchcase and crimps metal cord ring around band to secure band.
5. Rejects any bent or broken parts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BAND CUTTER (781.687-026)

Cuts narrow materials, such as buckram, elastic, labels, lace, or ribbon to specified length, using scissors or knife.

JOB DUTIES:

1. Unrolls material from spool or bolt along calibrated scale on cutting table or measures material with ruler and cuts material into lengths, using scissors.
2. Winds strand of material around reel or pegs on cutting table and cuts material at specified points, using scissors or knife.
3. May tie lengths of materials into bundles.
4. May be designated according to type of material or article cut.
5. Keeps work area clear and tools in working order.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BANDER (733.687-018)

Fastens metal bands onto pen barrels.

JOB DUTIES:

1. Slips band into groove on barrel.
2. May insert and squeeze part in hand squeezer or crimping tool to tighten band in place.
3. Inspects poen barrels for flaws, openings, cracks.
4. Reports unusual conditions to supervisor.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BANDER (762.687-010)

Attaches reinforcing metal bands to ends of wood boxes, using strapping tool.

JOB DUTIES:

1. Threads strapping tool with metal band.
2. Positions band around ends of box.
3. Pumps handle of tool to tighten band.
4. Pulls lever on machine to crimp and fasten band with metal clip.
5. Checks completed work.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BARREL-BUNG-REMOVER AND DUMPER (764.687-018)
ALSO BARREL DRAINER

Performs any combination of the following tasks.

JOB DUTIES:

1. Empties water from barrel that has been inspected by Barrel Inspector, Tight or weighted.
2. Rolls barrel onto stand.
3. Pulls bung from hole by hand, or using bung puller.
4. Returns barrel by rolling off stand.
5. Follows safety procedures for lifting.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BARREL-CHARRER HELPER (764.687-034)
ALSO CHARRER HELPER; CHARRING-ROOM-WORKER HELPER, BARREL

Assists Barrel Charrer in burning interior of headless barrels (or kegs) to prepare them for aging whisky.

JOB DUTIES:

1. Operates gas torch.
2. Scrapes out excess wood or char.
3. Follows safety procedures in use of torch.
4. Rolls barrels to and from work area.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Medium Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

HAZARDOUS

BARREL COATER (764.687-026)
ALSO BARREL LINER

Coats interior of tight barrels and kegs with sealing materials, such as hot parraffin and pitch, to prevent leakage and contact of stored liquid with wood.

JOB DUTIES:

1. Melts sealer in heating tank.
2. Places bunghole of barrel over vertical spout of tank and pulls lever to open compressed-air valve that forces melted sealer into barrel, or pours dipperful of melted sealer into bunghold and tumbles, rolls, and shakes barrel, to coat and seal inner surface of barrel.
3. Drains excess sealer from barrel into drain trough.
4. Scrapes sealer from bunghole with piece of steel and replaces bung.
5. Scrapes hardened sealer from drain trough.

Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

BARREL LEVELER (764.687-094)

Performs any combination of the following duties.

JOB DUTIES:

1. Taps ends of barrel staves against metal truss, using hammer.
2. Lifts barrel (or keg) and drops it end down on floor to aline ends of staves and to smooth and round barrel shell.
3. Follows safety procedures in lifsting and dropping barrel.
4. Returns defective barrel if staves are uneven.
5. Uses tools to smooth and round barrel shell.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BARREL MARKER (764.687-030)
ALSO BARREL ROLLER

Lays out and marks position of center hoops on barrel for Barrel Assembler.

JOB DUTIES:

1. Pushes marker (bung attached to center of metal strap, length of which is desired distance between center hoops) into bunghole of barrel with strap parallel to stave into which bunghold is cut.
2. Marks barrel with chalk at each end of strap to locate position of center hoops.
3. Removes marker from bunghole and rolls barrel to position near hooping machine.
4. Rejects defective barrels.
5. Assists hooper when needed.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BARREL-RAISER HELPER (764.687-038)
ALSO RAISER HELPER; SETTING-UP-AND-WINDLASS-MACHINE-OPERATOR HELPER

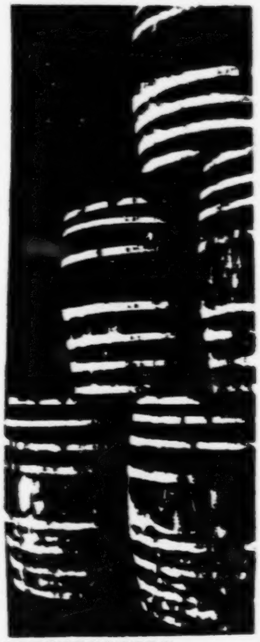
Assists Barrel Raiser in assembling wooden barrel sheels.

JOB DUTIES:

1. Selects out staves.
2. Selects metal bands.
3. Keeps tools in order and ready for use.
4. Assists Barrel Raiser in step by step procedures.
5. Rolls barrels to and from work area.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination



BARREL-REPAIRER HELPER (764.687-050)
ALSO COOPER HELPER; HAND-COOPER HELPER

Assists Cooper in repairing barrels.

JOB DUTIES:

1. Rolls barrels for repair to and from work area.
2. Removes metal bands using hand tools.
3. Selects replacement wooden staves.
4. Uses hand tools to fit staves together.
5. Uses sealer to coat inside surface of barrel.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BARREL-STAVE INSPECTOR (764.687-054)
ALSO CULLER; STAVE INSPECTOR AND CULLER; STAVE MATCHER

Examines barrel staves after jointing.

JOB DUTIES:

1. Examines bilge of stave and rejects those not conforming to specification.
2. Examines and rejects staves containing defects, such as knots, wormholes, and checks.,
3. Ties accepted staves into bundles, or arranges and fits staves by width between stops of matching rack until total number of staves equals desired barrel circumference.
4. May grade staves for quality of workmanship.
5. Records production and results of examination.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

BASE-AND-WICK ASSEMBLER (739.687-202)
ALSO WICK-AND-BASE ASSEMBLER

Fastens candlewicks to metal bases to make candles.

JOB DUTIES:

1. Inserts wicks through hole in base.
2. Strikes flange of wick hole with metal die to crimp base onto wick.
3. Ties specified number of assemblies together by twisting wicks to hold assemblies together.
4. Places group of assemblies in containers.
5. May tend wick-cutting machine that cuts wicks prior to assembly.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BASEBALL-GLOVE STUFFER (732.687-042)
ALSO LINING INSERTER; INSERTER; LINING STUFFER

Inserts padded leather lining into baseball gloves.

JOB DUTIES:

1. Places lining on form and pulls glove over lining.
2. Pushes thumb lining into glove, using bench post.
3. Sorts out defective linings or gloves.
4. May lift boxes of gloves to work bench.
5. Reports unusual conditions in material to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BASE FILLER (732.687-018)

Stuffs canvas bags with excelsior or felt pads to form baseball base.

JOB DUTIES:

1. Turns bag to place sewen edges inside and smooth seams outside.
2. Stuffs bags with excelsior or felt pads by hand.
3. Places bag on pressing machine and pulls lever to lower head that compresses stuffing to prescribed thickness.
4. Inserts anchor straps through loops sewn on bag.
5. May fill football dummies, medicine balls, and punching bags with materials, such as cotton felt, cattle hair, and rubberized hair.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BASTING MARKER (782.687-058)
ALSO THREAD MARKER

Sews temporary basting stitches along markings on garment parts to mark position of vees, pleats, and other garment parts to serve as guides for subsequent sewing operations, using needle and thread.

JOB DUTIES:

1. Brushes off excess chalk marks or lint.
2. Sets aside defective cloth.
3. Matches color shade of thread to cloth.
4. Trims off excess cloth with scissors.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BASTING PULLER (782.687-010)

Breaks, cuts, or pulls basting stitches or loose threads from completed garments or garment parts, using fingers, scissors, or bodkin.

JOB DUTIES:

1. Brushes chalk marks and lint from garments.
2. Sets aside poorly sewen garments.
3. Inspects cloth for tears.
4. Cleans work area each day.
5. Reports unusual condditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BATTERY CHARGER, CONVEYOR LINE (727.687-026)

ALSO CHARGING-PLUG PLACER

Performs any combination of following tasks to charge storage batteries.

JOB DUTIES:

1. Sets acid-filled batteries apart from batteries requiring acid and routes batteries requiring acid to designated areas.
2. Places charging plugs (filler-vent caps) loosely over cells of acid-filled batteries to prevent escape of battery acid during charging process.
3. Clears jams on conveyors leading to and from acid-dumping machine.
4. Reads charging records cards and chalk marks on changing tables to determine batteries ready to be removed.
5. Disconnects charged batteries from electric circuit and slides batteries from table onto conveyor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS **UNPLEASANT WORKING CONDITIONS-FUMES**

BATTERY-CONTAINER-FINISHING HAND (727.687-034)

ALSO CONTAINER FINISHER

Sprays, dips, or liquid-treats battery containers and terminal boxes and loads containers and boxes into drying ovens.

JOB DUTIES:

1. Rubs surfaces of products, using sandpaper to smooth surfaces preparatory to painting.
2. Arranges items on drying racks after painting and pushes racks into oven, or hooks parts on conveyor which carries parts through drying tunnel.
3. Turns temperature dials as specified according to products being dried.
4. May insert rubber liners through acid vents in containers and glue liners in place.
5. May move materials between processing stations.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

BARREL-CONTAINER INSPECTOR (727.687-066)

ALSO INSPECTOR, CONTAINER FINISHER

Inspects battery containers to determine if finishing and dimensional specifications are met.

JOB DUTIES:

1. Examines battery containers for surface defects, such as cracks and damaged terminal posts.
2. Verifies dimensional specifications of battery containers, using emplates or other measuring devices.
3. Places covers over cell partitions of battery containers to determine if spacing requirements are met.
4. Sets aside defective containers.
5. Transports containers using handtruck.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

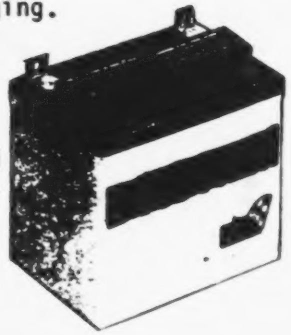
BATTERY LOADER (727.687-030)

ALSO BATTERY STACKER

Loads batteries from conveyor or handtruck to two-level (double decker) trucks, according to specified polarity arrangement, preparatory to further processing such as forming or charging.

JOB DUTIES:

1. Clamps or pushes connectors or links onto posts.
2. May perform other tasks, such as wiping excess sealing compound from battery, clipping posts, using handtool.
3. Inspect batteries for defective covers or posts.
4. Put rejected defective batteries aside.
5. Follows proper and safe procedures for lifting.



Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS **UNPLEASANT WORKING CONDITIONS-FUMES**

BATTERY-PARTS ASSEMBLER (727.687-038)

ALSO BATTERY-VENT-PLUG INSERTER; ELEMENT SETTER; SEPARATOR INSERTER

Performs any combination of the following tasks to complete assembly of storage batteries.

JOB DUTIES:

1. Positions grouped plates in jig and inserts insulating separators between positive and negative plates.
2. Inserts element (cell) in single-cell container or number of cells in multiple-cell containers, according to specified order of polarity, and wraps insulating material around cell or inserts wooden shims to secure tight fit in container.
3. Attaches or inserts washers and vent plugs for acid-filling openings.
4. Stamps information, such as polarity symbols and dates on posts and connector, using marking dies and mallet.
5. May attach terminal cables, using handtools.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

BATTERY-PLATE REMOVER (727.687-058)

ALSO FORMING-PROCESS-LINE WORKER; PLATE-PUT-IN WORKER; PLATE WASHER; LUG-BREAKER-AND-WIRE PULLER; TANK CLEANER

Performs any combination of the following tasks pertaining to forming (treating) storage battery plates.

JOB DUTIES:

1. Positions plates or elements in forming tank.
2. Breaks forming lugs from formed plates and pulls lead wires from lugs, using pliers.
3. Collects wires and lugs for salvage.
4. Cleans lugs on positive plates, using brush.
5. Washes formed plates to remove forming acid in running water bath.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

BEADER (739.687-034)

Installs plastic molding strips into slotted edges of metal tabletops, using mallet and bandsaw.

JOB DUTIES:

1. Positions center of molding strip over leading edge of tabletop as it moves along conveyor, and pushes tongue of molding into slot along entire edge of tabletop.
2. Pounds molding with mallet to seat molding firmly in slot.
3. Lifts tabletop from conveyor onto worktable, and cuts off overlapping ends of molding, using bandsaw.
4. Pounds trimmed ends of molding into slot to form tight joint.
5. Heats molding strips in hot water tank prior to installation when specified on job order.

Functional Competencies

Things　Heavy Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　High Perceptual Discrimination

BEAD INSPECTOR (725.687-010)

Inspects molded glass beads, used in incandescent lamps, for defects.

JOB DUTIES:

1. Scoops up beads on prongs of metal forklike device.
2. Examines beads to determine if beads are whole.
3. Moves beads up and down on prongs to gage diameter.
4. Reject beads that do not slide easily.
5. Breaks or puts aside defective beads, and pours satisfactory beads into containers.

Functional Competencies

Things　Light Phys Strength　Continuous Man Dexterity
Math Level-Third　Reading Level-None
Minimal People Interaction　High Perceptual Discrimination

BED WASHER (709.687-014)

ALSO CLEANER, FURNITURE; TABLE-AND-DESK FINISHER; FURNITURE CLEANER; METAL CLEANER

Removes dirt, grease, rust, nicks, and scratches from surfaces of metal furniture or parts by any of the following methods.

JOB DUTIES:

1. Immerses funiture or parts into series of chemical and water baths, using hoist.
2. Rubs and wipes metal surfaces with cleaning fluid and dry cloth.
3. Rubs surfaces with emery cloth or sandpaper to remove rust and scratches.
4. Moves steam iron covered with damp cloth across laminated tabletops and wipes moisture from cleaned tabletops with cloth.
5. May be designated by type of metal furniture cleaned.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

BELLOWS ASSEMBLER (710.687-010)

Performs any combination of the following duties on production line to produce bellows assemblies used in thermostats.

JOB DUTIES:

1. Spins bellows and flanges bellows cover onto bellows, using spinning and flanging machines.
2. Winds copper tubing around circular fixture and cuts tubing to specified length to form capillary tube.
3. Attaches bulb to end of capillary tube, using staking machine.
4. Brazes bellows to opposite end of capillary tube using gas torch and blazing rod.
5. Cleans bellows assembly to remove foreign material resulting from blazing operation, using solvent and cloth.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-Third Reading Level-None

Minimal People Interaction High Perceptual Discrimination

BELLOWS TESTER (710.687-014)

Inspects and tests thermostat bellows for conformance to established standards, using test stand and charts.

JOB DUTIES:

1. Examines bellows for surface defects, such as dents, cracks, or pits.
2. Inserts bulb end of bellows assembly in dry ice to lower temperature of liquid in bulb below zero.
3. Connects bellows assembly to fitting on test stand.
4. Turns dial on test stand to indicate zero reading.
5. Removes bellows assembly from dry ice and insert bulb end in tank of water heated to specified temperature.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BELT TURNER (789.687-182)

ALSO COLLAR TURNER; CUFF TURNER; HOSE TURNER; INVERTER-AND-CLIPPER; NECKTIE TURNER; TURNER; CLIPPER AND TURNER

Turns articles, such as clothing, clothing parts, also purse linings, stuffed toy shells, or textile bags, right side out, according to one of the following methods.

JOB DUTIES:

1. Pulls article or part downward over lower verticle rod of holding device and folds end of article or part over end of rod.
2. Depresses pedal that closes jaws of holding device and pulls article upward, over upper rod, to reverse it.
3. Releases pedal and removes article from upper rod.
4. Places end or edge of article over rod or form and draws rest of article downward over rod or form to reverse it.
5. Slides article over pipe and pushes end of article through pipe, using rod.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BENCH-ASSEMBLER OPERATOR (733.687-034)
ALSO DESK-PEN-SET ASSEMBLER

Joins parts, such as swivel penholder, and base to assemble desk-pen sets.

JOB DUTIES:

1. Selects parts, according to work ticket specifications.
2. Screws threaded parts together, using portable power screwdriver, or positions parts on bed and under ram of machine.
3. Presses switch to lower ram, joining interlocking parts.
4. Glues felt onto bottom of base.
5. Keeps work area clean and clear.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

BENCH HAND (700.687-026)
ALSO CHARGER; SET-UP AND CHARGER

Prepares jewelry findings for subsequent soldering operation.

JOB DUTIES:

1. Positions jewelry article on nonflammable work surface, such as asbestos board or pan of crushed emery stone.
2. Selects findings and positions them on jewelry article, using tweezers.
3. Places particle of solder (charge) at junction of jewelry article and finding, using brush or pick.
4. Arranges material according to size or type.
5. Sets aside defective jewelry parts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BENCH HAND (700.687-062)
ALSO BREAKER-OFF; PREPARER

Performs any combination of following tasks in preparing cast jewelry findings for further processing.

JOB DUTIES:

1. Cuts, saws, or breaks off gates from jewelry castings, using shears, jeweler's saw, pliers, or foot press equipped with cutting tool.
2. Removes burrs and smooths rough edges of casting, using file or grinding wheel.
3. Straightens distorted castings, using foot press equipped with shaping dies.
4. May remove plaster from castings by dipping castings in water and acid solution,
5. May count and separate jewelry casting into containers, according to type, and marks containers with identifying information.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

BENCH WORKER, HOLLOW HANDLE (700.687-010)

Performs any combination of the following tasks involved in assembling knife handles and handles for holloware, such as creamers and sugar bowls.

JOB DUTIES:

1. Holds halves of handles against electrodes on spot-welding machine to tack-weld them together.
2. Places handles on rack hooks and dips them in tank of flux.
3. Places knife handle halves in assembly press to fit halves together onto metal holding frame preparatory to soldering.
4. Inserts premeasured amount of solder in hollow handle.
5. Loads handles on screen conveyor that carries them through furnace.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BINDER (727.687-010)
ALSO LACER AND TIER

Laces and ties cotton tape to cover joint formed by soldering coil leads of adjacent coils in one pole phase group.

JOB DUTIES:

1. Laces tape through and over wires of joint.
2. Loops tape around open leads.
3. Ties tape.
4. Adjusts wire leads.
5. Transfers coil to inspector.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BISQUE GRADER (774.687-010)

Sorts, selects, inspects, and stamps bisque ware and fills orders.

JOB DUTIES:

1. Sorts ware according to size.
2. Taps pieces with trimming iron to detect cracks and selects sound pieces for underglaze decoration.
3. Rejects cracked and malformed pieces.
4. May sort ware into first and second grades.
5. Stamps trademark or other inscription on bottom of ware with rubber stamp.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

BLADE ALINER (706.687-018)
ALSO FAN-BLADE ALINER; LINE-UP-MACHINE OPERATOR

Bends metal fan blades by hand to adjust pitch (angle) of blade, and to aline blades for vibrationless tracking.

JOB DUTIES:

1. Places blade assembly on spindle of gaging fixture, and manually rotates blades between sets of pin gages.
2. Moves gage fixture across blade surface and tips of gagepins, and bends and twists blade into contact with pin ends.
3. May use wrench or bending tool to adjust heavy-duty blades and blade carriers.
4. May aline and adjust pitch of oil-retaining ring at hub of commercial or industrial fan.
5. Maintains tools and fixtures.

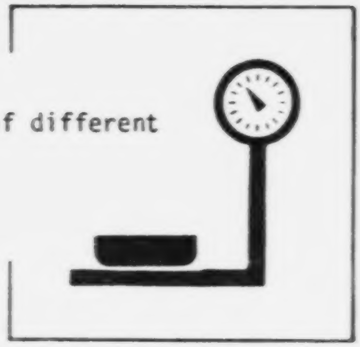
Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

BLADE BALANCER (701.687-014)

Weighs lawnmower cutting blades and sorts them into stacks according to weight to insure that blades of approximately equal weight will be mounted on each mower.



JOB DUTIES:

1. Marks and arranges holding boxes for blades of different weights.
2. Rejects deformed blades.
3. Keeps record of groups of blades.
4. Maintains scale in operating order.
5. Keeps scale pans clean of dirt.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BLANKBOOK FORWARDER (796.687-026)

Trims and rounds sewed signatures and pastes covers on signatures to form books.

JOB DUTIES:

1. Trims edges of sewed signatures.
2. Rounds back of sewed signatures by working outer signatures forward toward fore-edge with fingers and pounding back into reuired curvature with hammer.
3. Pastes end papers on book covers.
4. Pastes covers on sewed signatures to form finished books.
5. Keeps work area clear and clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BLASTING-CAP- ASSEMBLER (737.687-018)
ALSO ELECTRIC-BLASTING-CAP ASSEMBLER

Performs any combination of following duties to asssemble blasting caps.

JOB DUTIES:

1. Dips lengths of wire into insulating compound and wraps them with cloth tape.
2. Cuts wires in cutting machine.
3. Inserts wire, having short piece of platinum wire soldered to one end, into fiber plug.
4. Seals plug with fiber disk.
5. Follows safety procedures in operating cutting machine.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BLEACHER (788.687-014)
ALSO BOTTOM BLEACHER; BOTTOM SCRUBBER

Applies bleaching liquid to bottom of leather outsoles of lasted shoes, using brush or cloth, to lighten color of outsoles.

JOB DUTIES:

1. May apply stain, using cloth or sponge.
2. May apply cleaning fluid to remove foreign matter.
3. Sets aside defective outsoles.
4. Trims off excess material.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BLOCK CLEANER (715.687-126)
ALSO WASHER; MAINSPRING-BARREL-ASSEMBLY CLEANER

Immerses watch parts in series of cleaning and rinsing solutions to wash parts.

JOB DUTIES:

1. Empties parts onto wire screen subsequent and rinsing solutions to rinsing, and adds sawdust.
2. Shakes screen causing sawdust to absorb moisture from parts rnd to drop parts through screen.
3. Separates parts according to size, or places parts in box, for transfer to next operation.
4. May dry parts using electric lamp, centrigfugal drier, or tumbling barrel.
5. May weigh parts on balance scale.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BLOCK INSPECTOR (739.687-038)

Observes wooden match blocks passing on conveyor and removes those containing pitch pockets, faulty grain and knots.

JOB DUTIES:

1. Notes type of defect.
2. Assists in other areas as needed.
3. May grease conveyor.
4. Keeps work area clear.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BLOW-OFF WORKER (763.687-010)

Cleans outside surfaces and inside drawers of furniture, using airhose and cloth, to remove dust, dirt and chips preparatory to spray finishing.

JOB DUTIES:

1. Keeps air nozzel clear and air pressure at level.
2. Identifies defects in furniture.
3. May assist in transferring furniture.
4. Keeps work area clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-DUST

BOBBIN DISKER (734.687-022)

ALSO DISK SETTER

Inserts specified disk into recess at head of bobbin, using fingers.

JOB DUTIES:

1. Positions disk on top of stationary metal rod.
2. Identifies type or size of fiberglass yarn to be wound on bobbin.
3. Maintains operation of bobbins.
4. Keeps beads clear of lint.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOBBIN INSPECTOR (769.687-014)

Examines and rejects finished wooden bobbins with imperfections.

JOB DUTIES:

1. Sorts out splinters, cracks, rough finish, and defective spindle holes.
2. Keeps work area clear.
3. May assist in other work areas.
4. May count type of defective holes.
5. Reports unusual conditions to supervisor.

Functional Competencies

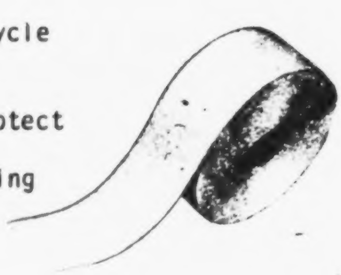
Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BODY MASKER (749.687-018)
ALSO MASKER; TAPER

Covers specified areas of metal or wooden parts to be spray-painted, using masking tape, cardboard or paper.

JOB DUTIES:

1. Marks area to be marked on parts or articles, such as aircraft and automobile assemblies, lamp bases or motorcycle finders, using rule of template.
2. Cuts or tears paper or cardboard to specified size.
3. Secures masking in place in place with gummed tape to protect parts while surrounding areas are spray-painted.
4. May dip or coat article with liquid wax instead of applying masking.
5. May tape precut masks or stencils to article.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

BOILER-OUT (700.687-014)

Coats rings and jewelry fittings with acid solution or wax to protect metal from oxidation during soldering process.

JOB DUTIES:

1. Drops fittings into boiling acid solution for specified time, or applies wax to fittings, using brush.
2. Removes acid coated fittings and heats them in oven to harden coating.
3. Dips soldered articles in chemical solutions and water to remove coating.
4. Follows safety procedure in use of acid solution.
5. Keeps work area clear and clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

BONER (789.687-018)
ALSO STAYER; STRIPPER

Inserts stays (bones or steels) into prepared pockets of women's foundation garments, such as corsets or brassiers, or into casings of surgical appliances.

JOB DUTIES:

1. Selects number and size stays to be inserted.
2. Pushes stays into pockets or casings by hand or using metal punch.
3. May mark dot on support appliance, using pencil and template.
4. May cut excess leather, cloth, and threads from appliance, using scissors.
5. May inspect appliance for sewing defects.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BOOSTER ASSEMBLER (737.576-022)
ALSO CARTRIDGE LOADER

Assembles elements of explosive shell booster, performing any combination of following duties.

JOB DUTIES:

1. Places cushion disks in bottoms of booster cups.
2. Stamps cooper washers with identifying data and glues onionskin disks over holes.
3. Puts together parts of releasing mechanism (rotors) and assembles them with stamped washers and housings (body pieces) to complete boosters.
4. Gages overall length of completed units, using snap gages.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOOT TURNER (788.687-130)

ALSO SHOE TURNER

Turns inverted shoe-vamp strap right-side out.

JOB DUTIES:

1. Pulls tubular strap down over vertical rod.
2. Depresses pedal to lower second rod onto folded end of strap.
3. Pulls up on bottom part of vamp strap to turn strap right-side out.
4. Releases pedal and removes strap.
5. Bundles parts for delivery to other workers.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BORDER MEASURER (780.687-010)

Winds border fabric around pegs to obtain specified lengths for mattresses.

JOB DUTIES:

1. Cuts fabric into lengths, using scissors.
2. May sew together ends of border with sewing machine.
3. Keeps tools and sewing machine in working order.
4. Matches thread color and type with mattress.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BOTTOM BRUSHER (788.687-018)
ALSO BRUSHER; EDGE POLISHER; HEEL BRUSHER

Holds and turns shoes against revolving brushes to clean and polish them.

JOB DUTIES

1. Coats revolving wheel with wax, using black wax.
2. Holds shoe against wheel to apply wax, then against revolving bristle and cloth wheels to polish shoe.
3. May clean, wax and polish shoe heels and soles.
4. Trims off excess material.
5. Places shoes in boxes according to type.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOTTOM STAINER (788.687-098)
ALSO PAINTER, BOTTOM; SOLE STAINER

Applies ink or stain onto bottoms of leather outsoles and heels.

JOB DUTIES:

1. Uses brush, sponge, or spray gun to color bottoms and prepare surface for polishing.
2. May press shoe bottom against machine bristle rollers that remove excess stain and impart preliminary finish.
3. May clean, wax or polish shoe.
4. Keeps brushes clean and spray nozzel clear.
5. Reports unusual conditons to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOX GLUER (762.687-034)

ALSO CLAMP-CARRIER OPERATOR; GLUER; PANEL MAKER

Applies glue to surfaces of wooden pieces and clamps them together to form larger pieces or complete units, such as panels, tub bottoms, and tennis rackets.

JOB DUTIES:

1. Spreads glue on surfaces to be joined, using brush or hand roller, or by drawing wood across roller partially submerged in glue.
2. Asssembles and alines pieces, and fastens them together until glue dries, using bar clamps, hand clamps, vise, or radial-arm clamp carrier.
3. Presses pedal when using clamp carrier to move racks containing clamped units around frame of device and back to working position.
4. May reinforce joints with nails, screws, or brads, using handtools.
5. May mix glue.

Functional Competencies

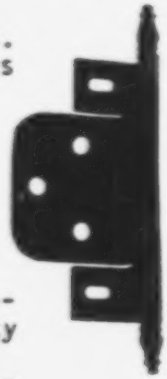
Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOX-HINGE AND LOCK ATTACHER (762.687-046)

ALSO BOX NAILER; HARDWARE-PRESS OPERATOR; HARDWARE ASSEMBLER

Attaches hardware, such as hinges, latches, or lockplates, to wooden boxes by either of the following methods.

JOB DUTIES:



1. Inserts hardware in magnetized holder of ram or die of press.
2. Positions box in jig beneath ram and depresses pedal to press and attach hardware to box.
3. Fits and attaches hardware to grooves on wooden box, using hammer and nails.
4. May be designated according to method used.
5. Keeps tools in operating order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOX REPAIRER (762.687-018)
ALSO BOX-SHOOK PATCHER

Examines box snooks and blanks for cracks, knots, holes, and loose binding wire.

JOB DUTIES:

1. Fills defects with cement.
2. Ffills defects with wood putty.
3. Staples loose binding wires to sides of boxes.
4. Keeps tools and materials ready for use.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRACELET-FORM COVERER (739.687-138)
ALSO PART MAKER; BRACELET FORMER; CUSHION MAKER, HAND; LINING MAKER, HAND; PAD ASSEMBLER

Forms and lines parts for use in jewelry and instrument cases, performing any combination of the following duties.

JOB DUTIES:

1. Glues specified fabric on cardboard blanks to make lining base.
2. Inserts cotton pad in lining for form cushion.
3. Places glue-coated fabric on precut metal strip in jig and pulls handle of heating device to fold and seal fabric around strip to form bracelet-type watch holder.
4. Places covered bracelet band on metal cylinder and shapes by hand or in groove of forming device and turns handle to shape band around form.
5. Inserts wire spring in lining pad and positions pad and bracelet on holders in fixture.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRAIDED-RUG MAKER (782.687-042)
ALSO RUG GRADER, HAND

Makes braided rugs by hand from strips of wool, cotton, or synthetic materials.

JOB DUTIES:

1. Selects strips in matching, contrasting, or blending colors and interweaves three or more at a time to form continuous braid.
2. Lays braid on flat surface.
3. Coils or bends it into shape, stitching edges together by hand.
4. May cut material into strips and sew ends together by hand or machine.
5. May dye materials.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRANDER (753.687-014)
ALSO DEBRANDER; REBRANDER

Melts brand name from articles of plastic footwear, such as rubbers or overshoes, for sale under another vendor's name, using electrically heated tool resembling soldering iron.

JOB DUTIES:

1. Cleans adhering plastic from tool tip by rubbing on wire brush.
2. Affixes new brand name.
3. Keeps heating tool at temperature.
4. Keeps work area and heating tool clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

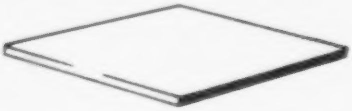
Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BREAKER (779.687-010)
ALSO GLASS BREAKER

Breaks excess glass from glass stock along lines cut by Glass Cutter.

JOB DUTIES:

1. Use notched tool, glass pinchers or pliers to form products, such as watch crystals, meter dials, gogggle lenses, or mirrors.
2. Follows specific instructions for removing excess glass.
3. Keep work area clear of broken glass.
4. Follows safety standards.
5. Reports unusual conditions to supervisor.



Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

BREAKER (732.687-050)
ALSO MOLD STRIPPER

Separates and removes molds from cured plastic bowling balls and grinds off sprues and ridges preparatory to truing and finishing balls.

JOB DUTIES:

1. Removes thumbscrews or clamps from molds and pries molds from balls.
2. Screws core support bolts out of balls with wrench.
3. Grinds sprues and seam ridges from balls, using powered grind wheel.
4. May fill core supporting bolt holes with plastic to mark heavy side of ball.
5. Cleans molds.

Functional Competencies

Things — Medium Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

BRIMER (700.687-018)

Applies special powder to both sides of plastic mold sheets to prevent gold strips from sticking to sheet.

JOB DUTIES:

1. Uses powder and plush stick.
2. Maintains supply of powder.
3. Sets aside defective mold sheets.
4. Cleans up mold sheets.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaciton Medium Perceptual Discrimination

BRIM RAISER (784.687-010)

ALSO STRAW-HAT-BRIM-RAISER OPERATOR; STRAW-HAT FINISHING OPERATOR; STEAM FINISHER

Dampens strawhats, using sponge.

JOB DUTIES:

1. Holds hats over steam jet to cause straw to swell and resume shape after hat has been pressed.
2. Keeps steam at correct temperature.
3. Maintains steam jet nozzel clean.
4. Keeps molds available.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BROOMCORN GRADER (739.687-042)
BROOM CORN SORTER

Sorts broomcorn fibers according to specified length and quality to determine fibers used as cores, or outer layer.

JOB DUTIES:

1. Opens bales of broomcorn stems with wire cutter.
2. Examines and removes stems which are short, offcolor, broken, or do not otherwise meet standards.
3. Measures lengths of standard stems or panicles, using grading table scale.
4. Determines grade of stems according to length, color, and fineness of fiber.
5. Bundles and labels grades broomcorn.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRUSHER, HAND (739.687-014)
ALSO CARROTER

Applies chemical solution onto fur pelts, using brush, to condition fur fibers for manufacture of felt hats.

JOB DUTIES:

1. Keeps supply of chemical solution.
2. Keeps brushes clean.
3. Transfers supply of felt hats.
4. Follows safety precautions in use of chemicals.
5. Rejects defective felt.

Functional Competencies

Things Low Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BRUSH FILLER, HAND (739.687-046)
ALSO DRAW HAND

Fills prebored brush heads with hig bristles, horsehair, nylon, vegetable fiber, or other brush-filling materials.

JOB DUTIES:

1. Secures brush base in bench fixture.
2. Threads wire through hole in brush head.
3. Loops end of wire around filling materials, pulls material through hole in brush head, and ties wire to secure materials.
4. Repeats process until holes are filled.
5. Transfers materials.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUCKLE-AND-BUTTON MAKER (734.687-046)
ALSO BUTTON-AND-BUCKLE MAKER; COVERED BUTTON MAKER

Covers buttons and buckles with fabric, leather or other materials, using pedal-operated press.

JOB DUTIES:

1. Cuts covering from layers of materials, using die-cutting machine.
2. Places button or buckle in press with covering over it.
3. Depresses pedal to lower plunger and clamps covering and metal parts together.
4. Releases pedal and removes covered article.
5. Transfers boxes of buttons or buckles.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUCKLE ASSEMBLER (734.687-050)
ALSO COVERED-BUCKLE ASSEMBLER; BUCKLE COVERER; BUCKLE GLUER

Brushes glue over surface of metal buckle frames and presses precut leather or fabric over frame.

JOB DUTIES:

1. Trims excess material with shears.
2. Sorts buckles according to type.
3. Keeps work area clear of excess glue.
4. Maintains supply of glue and buckles.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUCKLE INSPECTOR (734.687-026)

Examines finished metal buckles and clasps for defects, such as bent or broken parts, dents, scratches, and plating or lacquering imperfections.

JOB DUTIES:

1. Sets aside defective buckles for rework.
2. Places protective plastic tip over buckle prong.
3. Wraps specified number of buckles in tissue paper preparatory to packaging.
4. May count and weigh sample lot, using scale, to ascertain weight per gross, in order that items may be packaged by weight rather than by actual count.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

BUCKLER AND LACER (788.687-022)

Threads laces through eyelets and buckles straps on finished shoes in preparation for shipping.

JOB DUTIES:

1. Uses correct length lace for different type shoe.
2. Matches color lace with color shoe.
3. Checks to include one pair of laces for each shoe..
4. Transfers material to shipping.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

BUCKLE SORTER (734.687-030)

Sorts metal buckles and parts according to size and kind, and removes bent or broken ones.

JOB DUTIES:

1. Dumps container of buckles on bench and separates them into piles or containers.
2. Removes pieces of tumbling-barrel shot jammed in buckels, using metal pick.
3. Organizes containers by size and kind.
4. Sorts out metal parts.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

BUCKLE WIRE INSERTOR (734.687-034)

Pushes reinforcing wire through tubula material for use in making buckle frames.

JOB DUTIES:

1. Cuts off materials to match length of reinforcing wire, using scissors.
2. Keeps scissors sharp.
3. Sorts materials by length.
4. Rejects broken buckle frames.
5. Reports unusual conditions to supervisor.

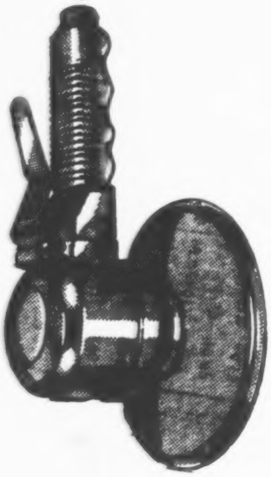
Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUFFER (705.687-014)

ALSO LABORER, GRINDING AND POLISHING; BURRER; BURRER-MARKER, AXLE; TOP-EDGE BEVERLER; WIRE BRUSHER

Cleans, deburrs, polishes, or grinds items of metal, plastic, or rubber, using handtools or powered equipment, performing any combination of following tasks.



JOB DURIES:

1. Scrapes or rubs parts with file, wire brush, or buffing cloth.
2. Deburrs or polishes parts, using portable grinder, chipping hammer, buffer, deburring tool, or hand pick.
3. Mounts part on revolving spindle or chuck and holds or moves tools, such as file, abrasive stone, or cloth against workpiece to file, grind, polish, or buff surface.
4. Cleans interior surfaces of holes, compound, wax, or other dressing to facilitate cleaning or polishing operation.
5. May be known according to process performed.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Percpetual Discrimination

BUFFING TURNER-AND-COUNTER (789.687-022)

Assembles cloth disks to be used to make fabric buffing wheels.

JOB DUTIES:

1. Turns disks so woven threads in cloth layers are at angle to those in adjoining layers to reduce fraying of edges in finished product.
2. Counts specified number of disks to make one wheel while turning them.
3. Removes turned and counted disks from rod and stacks them in tray.
4. Lays paper strip to separate each group of disks required to make one wheel.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

BUFFING WHEEL INSPECTOR (789.687-026)

Inspects fabric buffing wheels to detect defective stitching, frayed edges, loose strings, or other defects.

JOB DUTIES:

1. Trims edges or strings, using hand shears, and stacks wheels with defective stitching for resewing.
2. Counts inspected buffing wheels of same quality and style to fill order or replace stock.
3. Maintains storage area.
4. May realine fabric.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

BULB-WASHER AND COATER (740.687-014)

ALSO FUNNEL COATER, HAND

Coats glass funnels, used to make color television picture tubes, with nonconductive chemical solution.

JOB DUTIES:

1. Loads funnel on conveyor that carries it through washing, rinsing, and drying equipment.
2. Positions funnel in holder on coating chuck.
3. Dips brush in coating solution, inserts brush in funnel neck to area indicated by preset guides on chuck.
4. Depresses pedal to rotate funnel around brush to coat funnel.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUNG DRIVER (764.687-042)

Covers bunghole of barrel with burlap cloth and hammers bung and cloth into hole to prevent dirt from entering barrel before it is filled.

JOB DUTIES:

1. Keeps supply of burlap cloth.
2. Maintains supply of rings in different sizes.
3. Transfers barrels to hoist.
4. May operate hoist.
5. Inspects barrel for cracks or chips around bung-hole.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUTTON-BUTTONHOLE MARKER (781.687-042)
ALSO HEM MARKER; MARKER; MATCHER; POCKET MARKER

Marks sewing guides on garments or materials, using chalk, crayon, or pencil, to facilitate further sewing operations, by any of following methods.

JOB DUTIES:

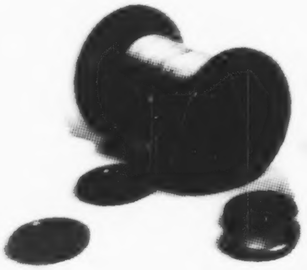
1. Measures specified distance from edge or reference point on article, using ruler or tape measure, and fasteners, hems, cuffs, buckram, crinoline, or other trimmings.
2. Turns screws to set chalk holders in position along horizontal bar of lever-type marking device, according to size of garment.
3. Positions garment on table beneath bar and depresses pedal or moves lever to lower bar that marks position of buttonhole or buttons.
4. Alines weave and print of adjacent edges of garment, following markings (notches), and marks sewing guidelines.
5. Positions pattern on garment and marks around pattern.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

BUTTONER (782.687-014)

Buttons or snaps garments to prepare them for pressing or packing.



JOB DUTIES:

1. Cuts off excess threads between buttons or around buttonholes, using hand shears.
2. May turn garment right side out before buttoning.
3. Sits aside defective garments.
4. Cleans-up work area at end of day.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUTTON GRADER (734.687-038)

ALSO BUTTON RECLAIMER

Examines completed pearl buttons and sorts them according to grade.

JOB DUTIES:

1. Observes buttons on conveyor belt or worktable, and sorts into containers according to shade and purity of color, and degree of iridescence.
2. Discards buttons with defects, such as spots, chips, cracks, or toolmarks.
3. May examine completed plastic buttons for defects.
4. Notes the type of defect.
5. Reports to supervisor excessive defects.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

BUTTON SPLINDER (740.687-010)

ALSO SPINDLER

Paints rims or other parts of buttons, using artist's paintbrush and spinning device.

JOB DUTIES:

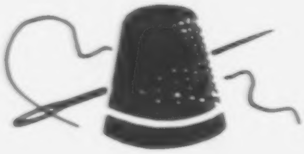
1. Positions button on continuous spinning device and holds brush against part of button to be painted.
2. Presses knee lever to activate knock-out device that automatically removes button from spinning holder.
3. May oil machine.
4. Keeps paintbrushes clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BUTTON TUFTER (780.687-050)

ALSO PAD TUFTER; TUFTER, HAND



Sews and tufts mattresses and pad to hold filling in place.

JOB DUTIES:

1. Places matttress or pad in press and moves button to lower press head.
2. Tilts press to upright position.
3. Pushes needle carrying tufting cords through mattress or pad at openings in press head.
4. Ties buttons or knots tufts to cord ends on both sides.
5. Moves button to release press head and removes mattress or pad.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CANDLE CUTTER (739.687-050)
ALSO WICK CUTTER

Cuts wicks, using scissors and knife, to separate candles after wax-dipping process.

JOB DUTIES:

1. Places candles, assembled on metal frame, on revolving stand.
2. Rotates stand by hand and cuts wicks at butt end.
3. Removes candles from frame and examines for defects in shape and finish.
4. May grade candles according to size and type.
5. May trim ends, using hand dies.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaciton Medium Perceptual Discrimination

CANDLE MOLDER, HAND (739.687-054

Molds candles by hand.

JOB DUTIES:

1. Places wick over center of one section of mold, presses mold halves opening and places mold in water to harden wax.
2. Separates mold and removes candle.
3. Scrapes excess wax from candle surface, using knife.
4. Examines for surface defects and uniformity of color.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CANDLE POURER (739.687-158)
ALSO POURER

Pours molten wax to form candles by either of following methods.

JOB DUTIES:

1. Positions metal pins in center of molten wax to form holes for candle wicks and pours specified quantity of wax into molds to form candles.
2. Positions preassembled wicks and metal bases in containers.
3. Pours measured amount of wax into each container to anchor wick assembly.
4. Positions series of funnels (pouring assembly) above glasses and moves lever to fill glasses with wax.
5. Packs finished candles in cartons.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-Third	Reading Level-None
Minimal People Interaction		Medium Perceptual Discrimination

CANDY CUTTER, HAND (790.687-010)
ALSO CARAMEL CUTTER, HAND

Cuts candy into squares, using knife consisting of series of disk blanks evenly spaced on shaft with handle at each end.

JOB DUTIES:

1. Dips knife in water periodically to prevent candy from adhering to knife.
2. May separate pieces of candy and arrange them on trays.
3. May be designated according to candy cut.
4. Maintains sharp knife.
5. Periodically cleans work area and disk blanks.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		Low Perceptual Discrimination

CANOPY INSPECTOR (789.687-114)

ALSO HEM INSPECTOR; PARACHUTE INSPECTOR; SHROUD-WEB INSPECTOR

Inspects parachutes and lines to detect flaws in materials and workmanship.

JOB DUTIES:

1. Spreads parachute or part, such as canopy and shroud webbing, on glass-topped table or over fluorescent light and examines them for flaws, such as defective materials and stitching, crooked hems, and tears.
2. Pulls on shroud lines and suspension cords to insure tightness of knots.
3. Rips out defective stitching, hems, seams, and taped edges, and trims excess fabric at edges, using scissors.
4. Pins pieces of colored cloth over defective areas.
5. May be designated according to part inspected.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CAPACITOR ASSEMBLER, VARIABLE (726.687-010)

ALSO ELECTRONICS WORKER; CLEANER; CRIMPER; DIE CASTER; INSULATOR ASSEMBLY; METAL-BASE RECLAIMER; PAPER-CONE MAKER; RECTIFIER-PLATE CHARGER; TAPER; TINNER; WIRE STRIPPER

Performs on or combination of duties to clean, trim, or prepare components or parts for assembly by other workers.

JOB DUTIES:

1. Receives work directions from supervisor or reads work order for instructions regarding work to be performed.
2. Cleans and deglosses parts, using various cleaning devices, solutions and abrasives.
3. Trims flashing from molded or cast parts, using cutting tool or file.
4. Applies primes, plastics, adhesives, and other coatings to designated surfaces, using applicators, such as spray guns, brushes, or rollers.
5. Fills shells, caps, cases, and other cavities with plastic encapsulating fluid or dips parts in fluid to protect, coat, and seal them.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

CASER (788.687-026)

ALSO CASER, SHOE PARTS; COUNTER CASER

Gathers and sorts shoe parts for delivery to other departments or workers.

JOB DUTIES:

1. Collects, parts such as heels, quarters, linings, and outsoles from baskets, bind, or racks, following quality, quantity, size and style specifications.
2. Sorts parts according to identifying numbers and bundles or places them in containers for delivery.
3. Receives and stores parts.
4. May examine parts for defects, such as cracks or rough finishes.
5. May copy identifying numbers from order ticket onto shoe parts or containers, using crayon or pencil.

Functional Competencies

Things/People   Light Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Intermittent People Interaction   High Perceptual Discrimination

CASTER HELPER (700.687-022)

Prepares investment molds for use in casting gold rings.

JOB DUTIES:

1. Mixes plaster of paris and water in specified proportion and pours around wax model.
2. Places casting in oven for baking.
3. Cleans finished casting by dipping it in acid and water solution.
4. Maintains clean work area.
5. Follows safety procedures when using acid solution.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

****HAZARDOUS****

CASTING-PLUG ASSEMBLER (732.687-022)

Attaches gang hooks to wooden casing plugs used for fishing, using screwdriver.

JOB DUTIES

1. Inserts screw through eye of gang hook and into previously drilled hole in body of plug.
2. Tightens screw with screwdriver.
3. Secures gang hook snug.
4. May use different size screws according to plug size.
5. May drill holes in body of plug.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CELL COVERER (727.687-042)

Fits covers on storage battery cells preparatory to sealing.

JOB DUTIES:

1. Burns soda and acid deposits from battery posts, using gas torch.
2. Lubricates bushings.
3. Fits and presses covers of specified size onto cell.
4. May place gasket over threaded posts and screw down locknuts, using wrench.
5. May tap down covers, using mallet.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

CELL TUBER, HAND (727.687-046)

Inserts finished dry cells in paper stubes and attaches cover to complete assembly of dry cell batteries.

JOB DUTIES:

1. Places cell in tube and positions cover over cell.
2. Positions tubed cell in hand-crimping press and pulls lever to crimp top of tube over cover.
3. Inspects cell to detect faulty crimping and places cell in tray.
4. Removes defective cells.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things — Medium Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

CEMENTER (733.687-030)
ALSO DATER ASSEMBLER

Assembles parts of date or number handstamps performing any combination of following tasks.

JOB DUTIES:

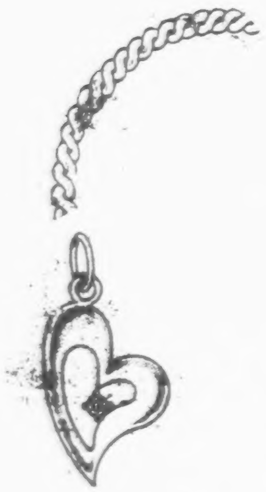
1. Selects parts according to specifications.
2. Applies cement and joins ends of rubber letter or number bands.
3. Positions bands around metal bar and fits bar onto end of stamp frame.
4. Positions band and turner wheels and washers inside circular bands and inserts rivet pin through stamp frame and band wheels, securing parts of stamp.
5. Nails wood handle to frame.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

CHAIN MENDER (735.687-014)

ALSO LINKER; LINKER-UP; LINK ASSEMBLER; PLIER WORKER



Attaches links, trimmings, and findings to bracelets, necklaces, and pendant chains, using pointed pliers.

JOB DUTIES:

1. Grips link with pliers, or positions link in slot of linking ring (screwhead soldered on ring).
2. Twists link joint open with pliers.
3. Slides finding, link, or trimming into open link and clinches link joint to close it.
4. May refer to sketch to verify order and clinches link joint to close it.
5. May refer to sketch to verify order of assembly.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHAIR INSPECTOR (763.687-026)

ALSO FINISH INSPECTOR; FINISHED-STOCK INSPECTOR; FINAL INSPECTOR; RADIO-AND-TELEVISION-CABINET INSPECTOR; SOFA INSPECTOR

Inspects completed furniture for defects in finish, construction, or upholstery, to insure conformance with manufacturing standards.

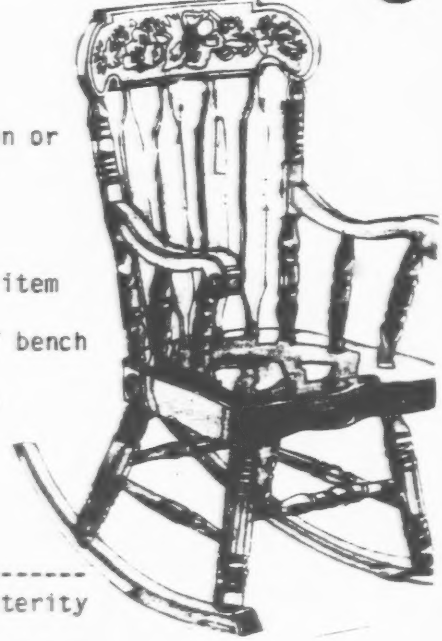
JOB DUTIES:

1. Verifies color, pattern, and grade of upholstery, using ticket specifications and shop orders.
2. Inspects upholstery cover for rips in fabric or seams.
3. Feels upholstery padding to determine if padding conforms to specified degree of firmness.
4. Examines wooden surfaces for defects in assembly, wood or finish.
5. Marks defects with tape.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CHAIR INSPECTOR AND LEVELER (763.687-014)



Inspects wooden chairs or stools for defects in construction or finish to insure conformance with manufacturing standards.

JOB DUTIES:

1. Places chair, stool, or frame on bench to determine if item stands level.
2. Slides uneven items over circular saw flush with top of bench to cut excess length from legs.
3. Inspects wooden surfaces for defects in finish, such as cracks, splits, and protruding splinters.
4. Marks defects with chalk or crayon.
5. Stacks defective chairs or stools in designated area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHALK CUTTER (733.687-022)

Loads lengths of extruded chalk into die, locks die in place, and runs hand cutter through holes in die to cut chalk to specified lengths.

JOB DUTIES:

1. Opens die, places cut chalk in trays for drying, and disposes of excess chalk.
2. Keeps work area free from excess chalk.
3. Follows safety procedures when operating hand cutter.
4. Replaces die parts when needed.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHANNEL INSTALLER (764.687-046)

Fits metal channel around heading of hogshead.

JOB DUTIES:

1. Taps channel with mallet to force channel over edges of heading.
2. May stretch material with tool and wet solution.
3. Sets aside defective material.
4. Keeps work area clear.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHANNEL-LIP STIFFENER, INSOLES (788.687-062)
ALSO INSOLE-AND-HEEL-STIFFENER; RIB-STIFFENER; HEEL-DIPPER

Applies stiffening solution to insoles in preparation for lasting by dipping toe and heel of insole in tank.

JOB DUTIES

1. Guides channel of insole under roller of machine onto which stiffening solution is automatically fed.
2. May dip heel sections into solution and place them on drying rack.
3. Keeps tank filled with solution.
4. Maintains clean work area.
5. Follows safety procedures for working with roller machine.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium
Perceptual Discrimination

CHASER HELPER (700.687-050)
ALSO MOLD-MAKER HELPER

Assists Mold Maker in making metal molds used to cast jewelry articles.

JOB CUTIES:

1. Scrapes, files, and sand papers surfaces of metal molds so they will close properly.
2. Blows out metal dust in mold.
3. Cleans up work area at end of day.
4. Maintains tools in good working order.
5. Assists Mold Maker in other duties as assigned.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CHECKER (739.687-110)
ALSO INSPECTOR

Inspects metal furniture and parts for defects.

JOB DUTIES:

1. Feels and visually inspects furniture and parts for defective workmanship and damage, such as unwelded joints, wrinkled or torn upholstery, and dents.
2. Marks defective areas with chalk or crayon, and segregates furniture and parts requiring repair.
3. May transfer furniture using hand-truck or hoist.
4. Reports unusual conditions to supervisor.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHECKER, FILM TESTS (714.687-010)

Identifies, wraps, and packages samples of sheet film for in-process testing according to specified procedures.

JOB DUTIES:

1. Reads test requestsd for film in various stages of production and locates, removes, and batches sample sheets of specified film.
2. Wraps, packages, and labels samples accordiing to process stage and characteristic of film selected.
3. Routes samples to testing department.
4. Examines tested film, sorts rejected and approved sheets, and segregates rejected sheets with salvageable areas for cutting.
5. Maintains records of film test and test results.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

CHECK WEIGHTER (737.687-026)

Weighs each cup containing powder charge again after weighing by Shadowgraph-Scale Operator to ascertain its adherence to specifications.

JOB DUTIES:

1. Returns cups of inexact weight to original Shadowgraph-Scale Operator to be check-weighed for third time.
2. Passes satisfactory charges on to Bag Loader.
3. Follows safety procedures in handling powder charges.
4. Works cooperatively with Shadowgraph-Scale Operator.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

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HAZARDOUS

CHROME CLEANER (709-687-010)
ALSO CLEANER AND POLISHER; NICKEL CLEANER

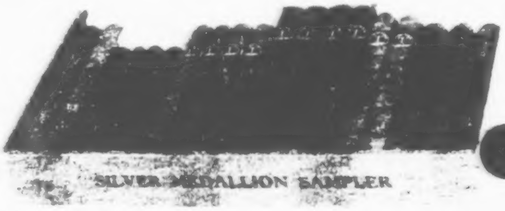
Cleans and polishes chromium or nickel plated articles with cloth and liquid cleaner.

JOB DUTIES:

1. May remove paint or other foreign matter adhering to surface of article with solvent, knife, or steel wool.
2. May be designated according to type of metal cleaned.
3. Maintains supply of clean solvent and steel wool.
4. Uses wiper rags to clean-off excess chemicals on metal.
5. Reports any deep scratches or chips in plated material to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination



CIGAR PACKER (790.687-014)
ALSO CIGAR PACKER AND GRADER; CIGAR PACKER AND PICKER; CIGAR PACKER AND SHADER; CIGAR PACKER AND SORTER; CIGAR SORTER

Sorts cigars according to color and loads cigars in handpress prior to wrapping in cellophane and banding.

JOB DUTIES:

1. Examines cigars to detect variations in color and lays them in separate piles.
2. Places cigars of same color in press box, placing paper strip and board or cardboard between successive layers.
3. Places board over top row of cigars and sets box in press.
4. Turns handwheel of press to apply pressure to box.
5. May inspect cigars for imperfections.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLAMPER (733.687026)
ALSO HYDRAULIC-PRESS OPERATOR

Clamps stacks of cemented wooden pencil slats to hold them while cement dries.

JOB DUTIES:

1. Places clamp between jaws of press and positions cemented slats in clamp.
2. Depresses pedal to close jaws of press and press pedal to open press.
3. Places clamped slats in washer conveyor to remove excess cement from slats.
4. May clamp stacks of cemented pencil slats, using hand clamps.
5. Follows safety procedures while operating hydraulic press.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLEANER (704.687-010)
ALSO WHITE-WORK CLEANER

Removes excess paint from metal stampings to bring out etched or embossed pattern or lettering, by rubbing surface of pattern with cloth and solvent.

JOB DUTIES:

1. Separates stampings that are scratched or marred, or that have been imperfectly finished.
2. May apply paint to unpainted areas of stampings overlooked during painting process, using brush.
3. May remove masking compound from specified areas of metal parts to be chemically etched, using template outline and knife.
4. Keeps supply of solvent clean and ready for use.
5. Uses wiper rags to remove excess glue or dirt.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Noe Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLEANER (716.687-010)
ALSO DEBLOCKER

Performs one or more of following duties to deblock and clean precision opthalmic or optical elements, such as lenses, flats, prisms.

JOB DUTIES:

1. Chills blocked element to crystalize pitch or other block adhesive and strikes block with mallet to separate elements, or heats block to soften adhesive and removes element with fingers.
2. Places lenses and elements in basket and immerses basket in degreasing tank or automatic cleaning machine.
3. Places elements in tray of solvent.
4. Cleans finished surfaces of element with pad and brush and rubs unfinished surfaces on board dusted with abrasive to remove foreign substances.
5. Inspects lens to insure cleanliness and freedom from defects.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLEANER (739.687-058)
ALSO WIPER

Wipes smoking pipes with cloth to remove dust, putty, and other foreign matter.

JOB DUTIES:

1. Places pipes in box or bin according to style.
2. May clean inside of bit, using pipe cleaner.
3. Maintains clean work area.
4. Sets aside defective pipes.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLEANER, GREASER (736.687-010)

ALSO GREASER; OILER AND PACKER, GUN PARTS

Greases small arms and artillery pieces to prevent corrosion during shipment or storage.

JOB DUTIES:

1. Coats parts with grease, using swabs and brushes.
2. May dip parts in grease pot.
3. May dismantle units, such as breech or firing mechanism to facilitate application of grease.
4. Keeps supply of wiper rags.
5. Wipes off excess grease.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLEANER, SIGNS (769.687-062)

Cleans and polishes electrical and outdoor signs and letters.

JOB DUTIES:

1. Washes glass, plastic, and painted signs and letters with cleaning agent and water, cleaning compound, or acid solutions and cloth or brush to remove dirt, stains, and other foreign matter.
2. Dries surfaces, using cloth, chamois, or squeegee.
3. Rubs metal signs and letters wth cleaning agent to remove dirt and corrosion.
4. Polishes signs with clean cloth.
5. Cleans up area at end of job.

Functional Competencies

Things Light Phy Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLIP BAKER (713.687-010)
ALSO CLIP COATER; DIPPER

Coats tips of sunglass clips with protective plastic and cures coated clips in oven.

JOB DUTIES:

1. Slides metal clips onto rack and immerses rack in molten plastic to coat tips of metal clips, or applies plastic to tips, using brush.
2. Places racks of clips in oven for specified period to cure plastic.
3. Removes racks, examines coating for proper baking, to cure plastic.
4. Places racks on table for further processing or in oven for further baking.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CLIPPER (789.687-030)
ALSO COLLARETTE SEPARATOR; COLLAR SEPARATOR; COTTON-BAG CLIPPER; CUFF SEPARATOR; JUTE-BAG CLIPPER; RIB-TRIM SEPARATOR; SLEEVE SEPARATOR

Separates chain-sewen or knitted articles, such as garment parts, textile bags, or curtains, prior to assembly into completed article.

JOB DUTIES:

1. Clips connecting threads or material between articles, using scissors or knife, or guides connecting thread or material under rotary cutter to separate articles.
2. Pulls ends of thread from knitted part and twists threads around revolving wheel to separate individual parts from chain-knitted strip.
3. May sort, count, and store separated articles in bins according to style, color, and size.
4. May be designated according to article separated.
5. Keeps work and machine area clear.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLIPPER (753.687-010)

ALSO CLIPPER, COUNTERS; CLIPPER, OUTSIDE BACK STAY; CLIPPER, TONGUES

Cuts threads connecting rubber footwear parts, using scissors.

JOB DUTIES:

1. Examines parts for loose or missing stitches and for prescribed margins.
2. Arranges parts in boxes or places them on conveyor for next operation.
3. May be designated according to parts separated.
4. Keeps work area clear.
5. Separates out defective parts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CLIPPER AND TURNER (780.687-014)

Clips ends of innersprings, using wirecutter and pliers, and turns wires under spring to prevent them from piercing mattress.

JOB DUTIES:

1. Cuts excess material from helical springs and crimps ends around coil spring loops, using pincers.
2. Maintains tools in working order.
3. Removes cut wire from work area.
4. Transfers mattress springs with handtrucks.
5. Separates defective mattress springs.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CLOCKER (716.687-026)

ALSO LENS-BLANK GAGER; LENS ASSORTER; NEUTRALIZER; SIZER

Measures lens blanks for conformance to specified dimensions, using fixed curvature and thickness gages, dial indicator, rule, or eye wire.

JOB DUTIES:

1. Matches lens blanks with standard lenses to verify focal strength of blanks.
2. Sorts blanks according to size, shape, or focal strength.
3. Keeps records of goods by size, shape, focal strength.
4. Rejects defective lenses.
5. Maintains gages and dials in accurate working order.

Functional Competencies

Things/Data Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

CLOTH-COLORS EXAMINER (781.687-014)

ALSO CLOTH EXAMINER, HAND; FABRIC INSPECTOR; FINISHED-CLOTH CHECKER; SHADER AND FOLDER; STRETCHER CLOTH-CUTTING INSPECTOR

Examines finished cloth for defects, such as grease spots, tears, and variations in color, finish, and dimensions.

JOB DUTIES:

1. Measures width of cloth with ruler to detect variations from customer and plant standards.
2. Turns through cloth folds or pulls cloth over inspection frame and feels and scans cloth to detect defects and variations in color and finish.
3. Cuts defects from cloth, using scissors, or marks defects with chalk, thread, or label to indicate yardage allowance for defects.
4. Records yardage for each cut of cloth examined.
5. Reports cloth that does not conform to customer and plant specifications to Cloth Grader.

Functional Competencies

Things/Data Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

CLOTH LAYER (781.687-058)

ALSO SPREADER; CLOTH SPREADER

Spreads layers of cloth on table preparatory to marking and cutting parts for such articles as garments, mattress, or upholstery covers, and bedspreads.

JOB DUTIES:

1. Mounts roll of cloth in rack at end of table.
2. Unreels successive lengths of cloth onto table, spreading each length evenly on length beneath.
3. Places weights on cloth, fastens edges of fabric lay, using stapler, or clamps edges of cloth to hold material in position for cutting.
4. May measure specified length of material to be cut according to work order or verbal instructions.
5. May cut out parts, using scissors.

Functional Competencies

Things/Data Heavy Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

CLOTH LAYER-OUT (781.687-038)

ALSO GOOD LAYER

Lays out cloth in preparation for sewing into continuous strips.

JOB DUTIES:

1. Cuts bands from bale with wire snips and removes burlap wrapping.
2. Stacks folded cloth on floor or handtruck with ends exposed to facilitate sewing.
3. Records lot numbers and total yardage of cloth laid out on work ticket.
4. Transfers bales with hoist.
5. Reports unusual conditions of cloth to supervisor.

Functional Competencies

Things/Data Heavy Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CLOTH-SECONDS SORTER (789.687-146)

ALSO REMNANT SORTER; SORTER

Sorts cloth renmants or seconds according to length and folds and ties them into bundles.

JOB DUTIES:

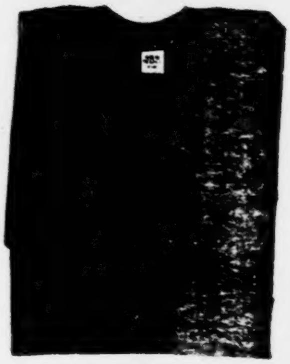
1. May cut defects from cloth or cut cloth into smaller articles, such as pillowcases or washcloths, using scissors.
2. May record identifying information on tag and tie tag to bundle.
3. May sort seconds.
4. May measure fabric pieces for use as drop cloths, sort pieces according to size, weight (thickness), fabric type, and color.
5. Keeps record of cloth sorted.

Functional Competencies

Things/Data   Medium Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

CLOTH-STOCK SORTER (789.687-034)

Sorts finished articles or cloth by style and color for subsequent processing, according to ticket attached to cloth.



JOB DUTIES:

1. Stores article or cloth or conveys it on handtruck to various departments.
2. Records data on article or cloth stored and distributed.
3. Keeps record of sorted articles.
4. Rejects damaged articles.
5. Reports unusual conditions of cloth to supervisor.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

CLOTH TEARER (781.687-018)

ALSO TEARER

Tears pieces from hemmed bolts of cloth prior to their fabrication into articles, such as handkerchiefs.

JOB DUTIES:

1. Tears cloth, beginning at nick in cloth and stopping at opposite hem.
2. Cuts through hem with scissors.
3. May nick edge of cloth by folding and impaling it on equally spaced spikes on table and snipping edge with scissors.
4. May tear cloth woven in special pattern so that pattern is centered in each article.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CLOTH TRIMMER, HAND (781.687-070)

ALSO FINISHER; FACING-END TRIMMER; HAND CLIPPER; TRIMMER, HAND

Trims ravelings, loose threads, or excess material from articles, such as garments, hoisery, textile products, embroidered articles, or bolts or rolls of cloth, using scissors.

JOB DUTIES:

1. May scan trimmed articles for soiled spots and stitching and dyeing defects.
2. May clean spots or stains from articles, using cleaning fluids, rags, brushes, or sponges.
3. Keeps supply of cleaning fluids and materials.
4. Keeps brushes or sponges clean.
5. Separates out defective or soiled garments.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CLUTCH INSPECTOR (706.687-014)

Tests automobile clutch assemblies for defects.

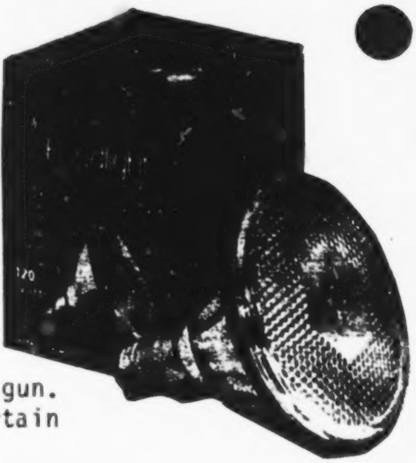
JOB DUTIES,:

1. Examines assembly for missing rivets and bent clutch plates.
2. Mounts assembly on machine that simulates normal clutch operation.
3. Starts machine and observes dials to verify specified tension and action of clutch spring.
4. Rejects defective assemblies.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

COILER (725.687-014)



Tests incandescent lamps for air leaks, using high-frequency electric ray gun.

JOB DUTIES:

1. Spreads completed lamps on table, three sides and top of which are covered by black hood.
2. Depresses swich on high-frequency ray gun which releases electric current through an exposed wire protruding from gun.
3. Passes exposed wire over lamps and observes each to ascertain its turning a specified shade of blue on contact.
4. Segregates defective lamps from those meeting standards.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal Peopl Interaction Medium Perceptual Discrimination

COIL SPRAYER (741.687-018)

ALSO MICA-PARTS SPRAYER; PAINTER; BARREL-PAINTER, SPRAY; PAINTER, ROUGH; ENAMEL SPRAYER; LACQUER SPRAYER; SIZING SPRAYER; DAG SPRAYER; DOPER OPERATION; LIP COAT SPRAYER; PAINTER, BLACKWALL TIRE; PAINTER CHASSIS; PAINTER, ELECTOR MOTOR SILICATOR; SPECIAL-LINING APPLIER; SPRAY CEMENTER; SPRAYER; TILE SPRAYER; TIMBER SPRINKLER; WATERPROOFER

Performs duties as described under Painter, Spray where coating of surface or product is required without need for finished appearance.

JOB DUTIES:

1. Workers spray manufactured articles on assembly line, such as waterproofing, adhesive, foam or paint onto surfaces of articles.
2. May travel to work site to spray materials.
3. May be identified according to article sprayed.
4. Keeps spray equipment operational.
5. Cleans up work materials each day.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

COLD-PRESS LOADER (701.687-018)

ALSO LABORER, CUTTING TOOL; NOTCHED-BLADE LOADER

Places steel saw blade cores, mixed or segmented diamond materials and silver solder into molds preparatory to firing core in furnace.

JOB DUTIES:

1. Inserts precut silver solder wire into groove in top graphite mold.
2. Places steel blade core in bottom graphite mold.
3. Positions segmented diamonds onto core edge according to size of core, or pours diamond mixture into notches on saw blade edge.
4. Places top mold over bottom mold and lays it on firing platform.
5. May requisition, weigh, and blend diamonds and metal powder alloys.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discriminaion

COLOR-CARD MAKER (794.687-014)

Cuts cards from colored sheets, using paper cutter, and mounts cards on color-advertising folders.

JOB DUTIES:

1. Cuts sheets into cards of specified dimensions, using paper cutter.
2. Sorts cards into stacks according to color.
3. Positions cards in handpress according to color section-number on card folder.
4. Brushes glue on back of cards.
5. Positions card folder over cards and pulls lever to close press and glue cards to folder.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COLOR MATCHER (788.687-034)
ALSO HEEL SPRAYER, FIRST; UNIFORMER

Inspects shoes for color uniformity and rectifies defects.

JOB DUTIES:

1. Examines outer surface of finished shoes for spots of light or irregular coloring.
2. Mixes coloring solutions until matching color is obtained.
3. Sprays solution on defective area of shoe with spray gun or applied by hand, using rag or finger.
4. Polishes repaired area with rag to blend with other shoe surface.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

COMPACT ASSEMBLER (739.687-066)

Joins upper and lower halves of vanity compacts.

JOB DUTIES:

1. Inserts pins in hinges to join halves, using fingers or tweezers.
2. Attaches spring catch lock by pressing it into place with pinching tool.
3. Fits mirror on inside of cover.
4. Rejects bent pins and locks.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CONFORMAL PAD FORMER (788.687-094)

ALSO MOLDER, SHOE PARTS; PLASTIC INSERT MOLDER

Molds preshaped piece of plastic to form shoe parts, such as arch supports and counters.

JOB DUTIES:

1. Softens plastic piece in oven and positions it in mold.
2. Pulls lever that lowers die to press and shape part.
3. Removes shaped part from mold.
4. May mark part to indicate size, using marking pencil.
5. Maintains a clear and clean working area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CONTACT-LENS-FLASHING PUNCHER (713.687-014)

ALSO PUNCHER

Punches flashing from molded plastic contact lenses, using handpress.

JOB DUTIES:

1. Places compartmentalized box under openings in press-holding fixture to catch lens after punching.
2. Positions lens in holding fixture and pulls lever to lower hollow punch which cuts flashing from lens.
3. Repeats punching, allowing only lenses of same specifications to fall in same compartment.
4. Labels and routes lenses in envelopes or boxes to stockroom or other work stations.
5. Maintains supply of boxes.

Functional Competencies

Things/Data Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CORE LAYER (762.687-026)

ALSO CROSSBAND LAYER; GLUE SPREADER HELPER

Stacks glued crossbands alternately with core stock to assemble plywood panels for bonding, working as member of team.

JOB DUTIES:

1. Grasps glue-coated crossbands as they emerge from glue spreader and places them cross-grained between back sheet, core stock and face sheet placed by Veneer-Stock Layer until specified ply is obtained.
2. Discards broken crossbands.
3. Pushes assembled panels down conveyor to hot-plate press for bonding into plywood.
4. May assist Glue Spreader, Veneer to clean rollers of glue spreader.
5. May brush glue on irregularly shaped veneer sheets that will not fit in glue spreader.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermit People Interaction Medium Perceptual Discrimination

CORE LOADER (737.687-030)

Loads dumbbell-shaped ammunition charge bags (cores) with black powder.

JOB DUTIES:

1. Fills hopper of air-powered filling machine with black powder.
2. Blows powder into one end of bag by insetting machine feedpipe through hole in handle of bag and moving controls to blow powder into end.
3. Removes bag from pipe and reinserts pipe into bag so that pipe faces unfilled end of bag.
4. Moves controls to fill empty end of bag with powder.
5. Stops up hole in handle with clamp.

Functional Competencies

Things	Medium Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		Medium Perceptual Discrimination

****HAZARDOUS****

CORK SORTER (769.687-042)
ALSO SORTER

Examines grades and sorts according to degree of porosity and number and size of cracks.

JOB DUTIES:

1. Sets aside defective cork.
2. Transports cork sheets.
3. Records number of grades of cork sheets.
4. Assists in other duties.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things	Light Phys Strength	Intermit Manual Dexterity
	Math Level-Third	Reading Level-None
Minimal People Interaction		High Perceptual Discrimination

COUNTER, HAND (794.687-018)

Counts sheets of paper, using fingers to separate fanned edges into groups of threes, fours, or fives, to facilitate counting.

JOB DUTIES:

1. Separate sheets into units of specified quantity.
2. Stacks units on pallets or conveyors.
3. May collate covers with filler sheets to facilitate fabrication of tablets.
4. Removes torn sheets.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

COUPER (764.687-090)

ALSO LEAK HUNTER; PATCHER; REPAIRER

Inspects barrels filled with beer or whisky to detect and repair leaking barrels.

JOB DUTIES:

1. Walks between rows of stacked barrels and examines each barrel for leaks.
2. Calks holes or seams, using wicking (twisted cotton), wooden plutgs, or strips of adhesive canvas.
3. Records serial number of barrel repaired and date.
4. May examine barrels of beer in shipping area to detect leakage.
5. Pushes leaking barrels aside for removal to dumping area.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

COVER CUTTER (788.687-042)

ALSO FINISHING TRIMMER; COVER REMOVER; GORING CUTTER; GUSSET RIPPER

Cuts and removes temporary protective plastic cover, gore reinforcing tape, or stitches from closed gussets from shoes prior to dressing and packing operations.

JOB DUTIES:

1. Presses shoe against friction-heated trimming wheel.
2. Inserts knife or other handtool between upper of shoe and cover, cutting cover at welt.
3. Removes material by hand and places shoe on rack.
4. Keeps work area clear and follows safety procedures operating trimmer.
5. May transport material with handtruck.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

COVER, LOOSELEAF BINDER (795.687-010)

Glues simulated leather, plastic, or other material over cardboard fillers to make covers for looseleaf binder, using automatic gluing machine and handtools.

JOB DUTIES

1. Fills glue reservoir, starts machine, and feeds precut sheets of material through rollers to spread glue over surface.
2. Removes glued sheets and arranges them on worktable.
3. Places center angle iron at specified position on glued cover sheet and folds down on glue.
4. Positions cardboard filler over cover sheet and folds flat handtool and taps corner folds with hammer to flatten and smooth them.
5. Presses glued cover down over inside ends of angle iron.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

COVER INSPECTOR (789.687-038)
ALSO CUSHION-COVER INSPECTOR; SOFA-COVER INSPECTOR

Inspects sewed parts of cushion and upholstery covers for stitching defects and conformity to specifications.

JOB DUTIES:

1. Marks defects with chalk and rips out faulty seams.
2. Measures skirts with yardstick.
3. Records number of defects found.
4. May carry defective covers to sewing department and identify defects to be repaired.
5. May be designated according to type of cover inspected.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CRACKER (770.687-030)
ALSO ENAMEL CRACKER; ENAMEL PULVERIZER; PULVERIZER

Pulverizes pieces of enamel to be used in decorating jewelry settings, using mortar and pestle.

JOB DUTIES:

1. Places lumps of enamel crystals in mortar and crushes them by striking pestle with hammer.
2. Pours pulverized materials through sieve.
3. Recrushes those pieces that do not pass through sieve.
4. Places crushed enamel in containers.
5. Keeps supply of enamel.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CRIMPER (788.687-154)

ALSO VAMP CREASER

Tends crimping machine that creases shoe vamps (part of shoe over instep) by one of the following methods.

JOB DUTIES:

1. Positions leather model of vamp on vamp to be creased and places them under heated machine head.
2. Depresses pedal to lower head and crimp vamp and model against parallel walls.
3. Places assembled show over die in machine head and stamps crease into vamp where foot bends.
4. May place vamp over steamer to soften leather prior to crimping.
5. Maintains clean working area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CROWN POUNCER, HAND (784.687-018)

ALSO FELT-HAT-POUNCING OPERATOR; HAND POUNCER; POUNCER

Slips unfinished hat over specified size hat block and rubs crown in one direction to remove excess fibers and impart smooth finish.

JOB DUTIES:

1. Feels surface of crown to ascertain when specified texture had been attained.
2. Removes hat from block and places it on wheeled rack.
3. Selects out defective hats.
4. Keeps work area clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexerity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CRYSTAL ATTACHER (715.687-018)
ALSO LACQUER-PIN-PRESS OPERATOR

Inserts watch crystals into bezels (grooved holding rings) by hand.

JOB DUTIES:

1. Selects crystals and bezels by size and type.
2. Sets aside defective crystals and rings.
3. Keeps work area clear.
4. Places assembled parts in box.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phy Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

CUP FILLER (737.687-102)
ALSO PRIMER CHARGER

Fills small arms ammunition primer cups with dry or wet primming mixture, using one of the following methods.

JOB DUTIES:

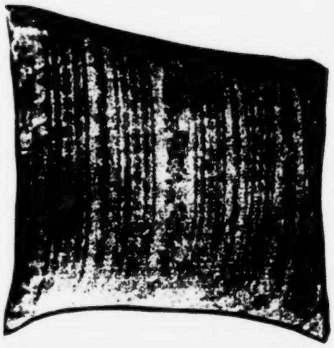
1. Positions specially holed plate filled with primer cups in fixture beneath charging plate.
2. Dumps dry powder on charging plate and rubs it into holes, using rubber spreading tool.
3. Pushes levers to retaining plate between charging plate and cup plate, to start pneumatic vibrator that shakes powder into primer cups.
4. Dumps wet mixture onto charging, kneads it into holes and scrapes off excess with rubber blade.
5. Superimposes powder-filled plate over cup-filled plate and punches mixture into primer cups.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS

CUSHION SWEEPER (789.687-122)



Holds pillow against revolving brushes of machine equipped with suction fan to remove dust, lint, and feathers from ticking (cover) of pillow.

JOB DUTIES:

1. Stacks covers.
2. Reboxes pillows.
3. May transfer brushed pillows to other locations.
4. Sets aside town pillows.
5. Oils Machine.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CUTCH CLEANER (700.687-030)

Cleans, dries, and presses cutch sheets (skins) to recondition sheets for reuse, using airhose and hydraulic press.

JOB DUTIES:

1. Receives wet sheets that have been washed to remove gold particles, and holds sheets under compressed airhose to remove excess moisture.
2. Places sheets in fanned-out pattern in heated hydraulic press to press and complete drying of sheets.
3. Stacks reconditioned sheets on worktable for reuse.
4. Follows safety procedures in operating hydraulic press and airhose.
5. Sets aside defective sheets fsor repair.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-WET,HEAT,NOISE

CUTTER (789.687-134)
ALSO RAG SORTER AND CUTTER

Scans rags for hardware, such as buttons, and snaps, and holds rags against rotating blade that cuts hardware from rags and cuts rags into specified sizes.

JOB DUTIES

1. Sorts rags into bins according to color and fabric.
2. Follows sfety procedures when using rotating blade.
3. Places hardware, buttons, snaps in box for sorting.
4. Transfers bundles of rags, using handtruck.
5. Sets aside unusable rags.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-LINT****

CUTTER AND EDGE TRIMMER (700.687-066)
ALSO SCRAPER

Saws and grinds gates and flash from castings of novelty jewelry and trophy figurines.

JOB DUTIES:

1. Starts bandsaw and positions casting against revolving blade to cut off gate.
2. Scrapes off flash and smooths rough surfaces, using belt-sanding machine, rotary file, and handknife.
3. Keeps work area clear and clean. Follows safety standards.
4. Transfers and boxes castings.
5. Sets aside defective castings.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-DUST, NOISE****
****HAZARDOUS****

CUTTER, HAND (781.687-030)

ALSO DINKER; MALLET-AND-DIE CUTTER; FELT-PAD CUTTER; GLOVE CUTTER; PETAL CUTTER

Cuts out parts of articles from materials, such as cloth, felt, leather, or plastic, using dies and mallet.

fJOB DUTIES:

1. Spreads one or more layers of material on table, positions specified die on materials, and strikes die with mallet to force die through materials.
2. May be designated according to product cut.
3. Keeps dies sharp.
4. Maintains clear table.
5. Transfers stacks of materials with handtruck.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction High Perceptual Discrimination

CUTTER HELPER (781.687-022)

Assists in cutting materials for articles, such as bedspreads, curtains, draperies, garment parts, and glove parts.

JOB DUTIES:

1. Spreads materials on cutting table.
2. Removes cut material from table and lays it over rack or in handtruck.
3. Performs other duties as assigned.
4. Keeps table clear and clean.
5. Transfers materials with handtruck.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Intermit People Interaction High Perceptual Discrimination

CUTTING INSPECTOR (789.687-070)
ALSO GARMENT INSPECTOR; FINISHED GARMENT INSPECTOR; TRIMMER

Inspects garments for defects in sewing, knitting, or finishing.

JOB DUTIES:

1. Scans garments to detect defects, such as faulty seaming, incorrect sleeve or collar setting, misalined fasteners or trim and variations in colors of farbric.
2. Examines fabric for misprints, slubs, runs, dropped stitches, holes, or stains.
3. Marks defects, using chalk, thread, tags, tape, or pins.
4. Measures garment at designated places, using tape measure or following markings on table to determine that garments conform to standard size.
5. Trims excess material and thread ends from garment, using scissors, or tends trimming machine to remove excess material and loose threads.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DEICER INSPECTOR, PNEUMATIC (759.687-010)

Inspects pneumatic airplance deicers for defects.

JOB DUTIES:

1. Inflates deicers with specified amount of air pressure, using hose.
2. Observes air pressure gage and examines rubberized fabric tubes and manifold deicers to detect leaks.
3. Sorts and marks defective deicers for repair or scrap.
4. May pull rip strip (rubberized fabric) from deicer to form vent channel, and punch ventholes in specified locations, using die and mallet.
5. Report unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DEMOLITION SPECIALIST (737.687-034)

Disposes of explosive wastes and rejected powder-charged products in accordance with established safety regulations.

JOB DUTIES:

1. Collects explosive wastes, rejected ordnance devices, and products saturated with explosive materials from production areas in containers.
2. Sorts materials by type and places material in rubber containers.
3. Pours water or other counteracting agents into containers to neutralize material and places material in open area for disposal.
4. Stores rejected products in bunkers.
5. Loads truck with waste, transports, and positions waste in specified manner for disposal.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

DETONATOR ASSEMBLER (737.687-038)

Loads and assembles component parts of shell detonators, performing any combination of following duties.

JOB DUTIES:

1. Loads detonator cup with explosives, such as black powder and tetryl, using power press.
2. Inserts loaded cup in detontor holder and screws holder into detonator head.
3. Assembles head with activating mechanisms that start explosion of shell when it strikes.
4. Gages completed detonator for length.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Stength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High
Perceptual Discrimination

HAZARDOUS

DEWAXER (710.687-022)

Dips thermometers into container of hot water to remove wax.

JOB DUTIES:

1. Wipes them clean and dry, using cloth.
2. Places thermometers in tray.
3. May perform other tasks as directed.
4. Maintains water a specified temperature setting.
5. Keeps supply of clean cloth.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

DIAL BRUSHER (715.687-022)
ALSO SCRATCH BRUSHER

Cleans and polishes timepiece dials or dial blanks, using power brushing wheel or handbrush.

JOB DUTIES:

1. Applies abrasive powder to dials.
2. Holds dials against rotating brush or manipulates brush over dials to clean and polish dials.
3. Examines surface of dials subsequent to cleaning and polishing to verify specified cleanliness and finish, using loupe.
4. Rinses dials in water or alcohol.
5. Dries dials in heated centrifuge.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DIAMOND SIZER AND SORTER (770.687-014)

Sorts diamonds according to size for use in watches and jewelry, using sieve, loupe, and precision measuring instruments.

JOB DUTIES:

1. Reads work orders to determine sizes required to fit mountings.
2. Measures diamonds, using gage and loupe, or sorts diamonds, using sieve of specified diameter, to segregate sizes required.
3. Places diamonds of specified size in containers.
4. May size and sort jewels other than diamonds.
5. Maintains gages in working order.

Functional Competencies

Things Light Phys STrength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

DICE SPOTTER (740.687-018)
ALSO PAINTER, EMBOSSED OR IMPRESSED LETTERING

Colors identification or model numbers, brand names, or designs embossed or impressed in articles, using brush or roller.

JOB DUTIES:

1. Positions workpiece on bench.
2. Cleans area to be painted, using solvent-soaked cloth.
3. Brushes or rolls paint, lacquer, or ink of specified color over embossed or imprinted lettering or design.
4. Wipes excess material from surrounding material.
5. May be designated according to article decorated.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

DIELECTRIC-TESTING-MACHINE OPERATOR (727.687-050)
ALSO ELECTRIC-CONTAINER TESTER

Tests aircraft storage battery containers for defects, using dielectric testing device.

JOB DUTIES:

1. Places storage battery container on table and connects cables from testing device to battery.
2. Starts device that transmits high voltage electric current through battery.
3. Observes dial on testing device that indicates if container has any defects, such as cracks or holes.
4. Stops device disconnects cables and places tested battery aside for further processing.
5. Marks defective battery, using chalk.

Functional Competencies

Data/Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS-ACID

DIGGER (739.687-070)

Digs into bowl an shank of smoking pipe blank with pointed tool to remove rough spots and smooth surface.

JOB DUTIES:

1. Examines bowl and shank for imperfections.
2. Digs out rotten briar, or stones and smooths rough spots with a pointed tool, exercising care not to dig too deep into wood.
3. Fills holes with putty to give smooth surface to bowl and shank.
4. Sets aside defective bowls.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DIPPER (735.687-010)
ALSO ETCHER, ENAMELING; WASHER-OFF

Immerses enameled jewelry, jewelry findings, and other articles in acid and water baths to clean them.

JOB DUTIES:

1. Dries cleaned articles by placing them in sieve and exposing them to steam or hot air.
2. May place them in oven
3. May roll them in heated sawdust.
4. May place them in centrifugal drier.
5. Maintains clean working area.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS-ACID

DIPPER (733.687-038)

Immerses bundles of wooden pencil slats into vat to coat them with wax solution.

JOB DUTIES:

1. Loads slats in cage of hoist and pulls handle to lower cage into solution.
2. Raises cage, removes slats, and stacks them on handtruck.
3. May apply paint to coat or decorate wooden pencils by dipping or using screw-type ram dipper.
4. May move handtrucks to other locations.
5. Sets aside defective material.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DIPPER AND DRIER (749.687-010)

Immerses wooden articles, such as curtain-pole ends and doorstops in bath of paint or dye to form protective or decorative coating on articles.

JOB DUTIES:

1. Hammers articles onto nails protruding from sides of reels (wooden disks with holes at centers), using rubber mallet.
2. Dips articles in bath, holding reel in horizontal position.
3. Mounts reels on shafts of drying machines which rotate reels to hasten drying process.
4. Pulls dried articles from nails by hand
5. Sets aside defective articles.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Discrimination Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

DIPPER, CLOCK AND WATCH HANDS (715.687-026)

Dips watch and clock hands, mounted on board, into lacquer to cover perforations in hands preparatory to painting with floroescent paint.

JOB DUTIES:

1. Skims off film of thickened lacquer from surface of tank before repeating process, using spatula.
2. Maintains level of laquer paint in dipping vat.
3. Sets aside defective or unpainted clock hands.
4. Places mounted board in area to dry.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

DISTRESSER (763.687-018)

Marks surface of furniture with crayon or strikes surface with rough edged object, such as chain, broken bottle, or rock, to distress (simulate antique) furniture finish.

JOB DUTIES:

1. Reads work ticket to ascertain items to be distressed or receives oral instructions from supervisor.
2. Swings chain against surface of furniture to cause dents in surface.
3. Taps surface with wooden hammer containing protruding nails to produce pattern of holes in surface.
4. Scrapes pointed end of metal rod across surface to produce random scratches.
5. Marks surface with crayon to produce desired antique finish.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Sixth
Minimal People Interaction Medium Perceptual Discrimination

DOOR ASSEMBLER (762.687-050)
ALSO KNOCK-UP ASSEMBLER

Glues and drives tenons of precut wood parts into mortises of other parts to assemble wood products, such as window sashes, door frames, boxes, or furniture or basinet parts.

JOB DUTIES:

1. Brushes glue on tenons or into mortises.
2. Places wood parts on worktable according to specified pattern and sequence and drives tenons of parts into mortises of adjacent parts, using mallet.
3. Inserts mullions between stiles and rails of multipane windows and fastens them with glue.
4. Stacks completed items on skid.
5. May insert wedges into mortises to fasten parts together.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

DOOR CORE ASSEMBLER (762.687-030)

Assembles hollow-core or solid-core doors in teamwork by either of the following methods.

JOB DUTIES:

1. Inserts preassembled hollow or solid door cores between glue rollers that coat both sides with glue, and alternately stacks cores on press dolly between pairs of veneer panels to assemble doors.
2. Positions lock blocks, cross sticks, and corrugated cardboard spacers within frames of hollow cores.
3. Pushes loaded dolly into press.
4. Inserts braces, stiles, rails, and filler boards between glue rollers, and alternately stacks them in position between pairs of veneer panels on elevator platform that automatically descends as each hollow-core door is assembled.
5. Pushes stack of assembled doors from platform rollers onto conveyor rollers for transfer to press.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DOWELER (764.687-062)

ALSO HEADING MATCHER AND ASSEMBLER; HEADING PINNER

Inserts dowels in pieces of barrel-heading materials and assembles pieces to form blank from which barrelhead is cut.

JOB DUTIES:

1. Selects, inspects, and arranges specified number of heading material according to size, using gage, to produce tight fit of barrel when assembled.
2. Hammers dowels into one edge of each piece, using hammer, and lays strip of flagging along doweled edges.
3. Fits dowels into dowel holes and hammers pieces together to assemble head blank.
4. Stacks assembled heading blanks on floor or on conveyor for movement to next work station.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DRAWER WAXER (763.687-022)

Applies wax to drawer slides and exposed sprayed surfaces of drawer, using brush or cloth.

JOB DUTIES:

1. May sand inside of drawer with portable sanding machine or sandpaper-covered wood block.
2. Tries out drawer for easy slide.
3. Maintains supply of wax and rags.
4. Keeps work area clean of sawdust.
5. Sets aside defective drawers for further repair.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DRESSER (788.687-038)

Applies liquid dressing or dye on shoes to produce glossy finish, using brush, sponge, or spray gun.

JOB DUTIES:

1. Applies dressing by method specified for particular style of shoe.
2. May apply hot water and alcohol to back of shoe to soften leather and prevent splitting of back seam when last is removed.
3. May apply filler to prepare leather for dressing operation.
4. Maintains supply of dyes and sponges.
5. Keeps spray gun in working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DRY MOP MAKER (739.687-078)
ALSO DUST MOP-MAKER

Inserts trianglular shaped metal rod through binding material sewn to yarn strands to form dust mopheads.

JOB DUTIES:

1. Ties ends of binding material to secure mophead to rod.
2. Set mop and rod in bin.
3. Transfers mops using handtruck.
4. Maintains supply of metal rods and mopheads.
5. Uses gig to fasten mophead to rod.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DUST-BRUSH ASSEMBLER (739.687-=074)

Installs hollow-centered dust brush in vinyl plastic housing to form vacuum cleaner attachment.

JOB DUTIES:

1. Loads plastic housings into tank of warm water to soften plastic material and increase elasticity.
2. Removes warmed housing from water, and places housing in bench fixture.
3. Inserts back of brush in housing, and presses down on brush with fingers to expand heat-softened wall of housing, and force brush into retaining groove.
4. May remove plastic housing from mold while still warm and elastic.
5. Places in bench fixture, rather than place housing in warm water to soften.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

EAR-MUFF ASSEMBLER (784.687-022)

Assembles ear muffs by inserting wire loops of adjustable metal headband into presewn fur or fabric ear covers, selected according to color and material specifications.

JOB DUTIES:

1. Sets completed muff in bin.
2. Transfers work using handtruck.
3. Sets aside defective material.
4. Maintains supply of wire loops and ear muffs.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ELASTIC-TAPE INSERTER (782.687-022

Inserts and draws elastic tape through hem channel of stretch garments, using leader.

JOB DUTIES:

1. Selects strip of elastic of same length and width as hem channel, by alining strip over hem.
2. Pins tape to leader, using safety pin, inserts laeader into hem channel, and draws tape through it.
3. Unpins leader and fhand staples channel at ends of hem to secure tape for sewing operation.
4. May pin two leg bands together to make pair.
5. Keeps work area clear of extra pins and tape.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ELECTRODE CLEANER (729.687-014)

Scrapes surface of graphitized electrodes to loosen particles of coke or encrusted insulating mixture, using scraping tool.

JOB DUTIES:

1. Wipes loose material from electrode, using steel wool and places electrodes into cart for inspection.
2. Keeps clean work area/removes excess coke.
3. Transferes electrodes using handtruck.
4. Keeps scrapping tools in working condition.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal Peope Interaction Medium Perceptual Discrimination

ENDBAND CUTTER, HAND (784.687-026)
ALSO ENDBANDER; ENDBAND SIZER; SIZING END-BANDER

Measures and cuts end bands (ear flaps) to size for caps.

JOB DUTIES:

1. Positions band against size gage to measure band.
2. Sizes band, according to size specified on work ticket, using scissors.
3. Bundles cut parts, using ribbon or string.
4. May keep production records.
5. Keeps scissors in working conditions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

ENVELOPE FOLDER (794.687-022)

ALSO FOLDER, HAND; HAND FOLDER; TABLE WORKER

Folds, gums, and finishes by hand die-cut blanks to make envelopes.

JOB DUTIES:

1. Folds envelope blanks according to pattern and creases folds by hand or with spatula.
2. Applies gum to edges of flaps with brush or stick and seals flaps before gum dries.
3. Applies gum to open flap with stick and allows it to dry.
4. Folds down open flaps and packs completed envelopes in specified boxes.
5. May attach cellophane strips or other decorations to envelopes by hand.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ETCHER, HAND (714.687-014)

Etches trademarks on stainless steel knives and forks, using rubber stamp and acid solution.

JOB DUTIES:

1. Ties cloth around glass block and pours acid on cloth to form stamp pad.
2. Places cutlery in lime bath.
3. Removes cutlery from bath, presses rubber stamp on acid pad, and stamps cutlery.
4. Sets aside defective material.
5. Maintains acid solutions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-ACID

EXAMINER (789.687-042)

ALSO INSPECTOR TRIMMER

Inspects gloves and mittens for material flaws and variations in colors, and pulls seams to detect defective stitching.

JOB DUTIES:

1. Grades gloves and mittens according to specifications.
2. Separates gloves with stitching defects for resewing.
3. May pair gloves of same grade, size, style, and color and stack gloves in lots.
4. May pull threads from outside to inside with hook, knot threads, and cut them, using scissors.
5. May pack gloves in boxes.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

EXAMINER (789.687-050)

ALSO FINISHER; TRIMMER

Inspects, finishes, and counts embroidered or trimmed fabrics preparatory to shipping.

JOB DUTIES:

1. Examines fabric for broken threads, skipped stitches, cuts in materials, stains, or other imperfections.
2. Trims loose or hanging threads, using scissors.
3. Brushes or sponges out soiled spots with cleaning fluid.
4. Counts pieces of fabric to verify work ticket.
5. Bundles damaged and imperfect materials for repairing.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

EXAMINER (739.687-082)

Inspects and packs umbrellas preparatory to shipping.

JOB DUTIES:

1. Examines covers for pattern matching, tears, and stitching defects.
2. Clips loose threads from umbrella, using scissors.
3. Inspects frames for defects, such as bent ribs and missing tips.
4. Inserts accepted umbrellas in wrappers and packs them in cartons according to types, sizes, and pattern designs.
5. Records types and quantities of packed umbrellas.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

EXPLOSIVE OPERATOR, BOMB (737.687-046)

ALSO EXPLOSIVE OPERATOR; EXPLOSIVE OPERATOR, FUSE; EXPLOSIVE OPERATOR, GRENADE

Performs any combination of the following tasks, which require a working knowledge of open explosives, concerned with manufacturing, assembling, and loading of fuses, detonators, primers, boosters, shells, and bags.

JOB DUTIES:

1. Weighs, blends, and pours explosives into containers, compressing powder into pellets, screwing together threaded parts of shells and checking dimensions of ammunition.
2. May be designated according to type of explosive.
3. Follows sequence for assembly.
4. Follows specified safty procedures.
5. Maintains scales in clean orking order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

****HAZARDOUS****

EXPLOSIVE OPERATOR (737.687-042)

Unloads, cleans, and reloads defective assemblies and component parts of high-explosive shells and bombs.

JOB DUTIES:

1. Removes fuses with wrench, working behind protective barriers.
2. Washes out explosive charges with water, destroying or salvaging explosive.
3. Removes paint and grease from shells and bombs, using chemicals and shot-blast machine.
4. Disassembles shells and bombs for inspection.
5. Makes minor alterations in shape and size, using engine lathe.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

EYE-DROPPER ASSEMBLER (739.687-086)

Slips rubber bulbs over ends of glass tubes to form eye droppers.

JOB DUTIES:

1. Places assembled unit in tray.
2. May package eye-droppers.
3. Sets aside defective bulbs on tubes.
4. Maintains clean work area.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

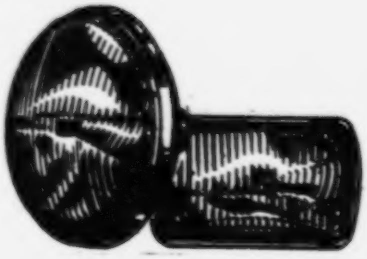
FACE CLEANER (779.687-022)

ALSO INSPECTOR, GLASS OR MIRROR; GLASS INSPECTOR; MIRROR INSPECTOR

Inspects glass or mirrors to detect imperfections, such as scratches, seeds (sandholes), chips or cracks.

JOB DUTIES:

1. Examines glass or mirror at discharge end of glass washing and drying machine or silvering range or places glass or mirror on padded table under light.
2. Turns glass or mirror in circular motion to inspect both sides.
3. Wipes gloved hand over glass or mirror to remove dust.
4. Marks defects with crayon or wax pencil.
5. May move glass or mirror onto skids or conveyors.



Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FACE LAYER (762.687-066)

ALSO VENEER-STOCK LAYER

Stacks veneer sheets alternately with glued crossbands to assemble plywood panels for bonding, working as member of team.

JOB DUTIES:

1. Positions layup board on conveyor against backstop and inserts poles in socket at end to form jig.
2. Places back sheets on layup board to start assembly of individual panels.
3. Places core stock between crossbands placed by Crossband Layer until specified ply is obtained.
4. Places face sheets on tops of individual panels to complete panels.
5. Pushes assembled panels down conveyor to hotplate press for bonding into plywood.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FEATHERER (701.687-030)
ALSO POWER-CHISEL OPERATOR

Trims wooden handles of hammers, axes, and hatchets, using portable power chisel, to remove curled shavings (feathers) raised on handle by steel edges of eye when tool head is driven onto handle.

JOB DUTIES:

1. Maintains operation of power chisel.
2. Follows safety standards of operation.
3. Places trimmed unit in tray.
4. May transfer material with handtruck.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FELT CEMENTER (795.687-030)
ALSO TENNIS-BALL-COVER CEMENTER

Spreads cement on rolls of felt used to cover tennis balls.

JOB DUTIES:

1. Unrolls roll of felt on steamtable, securing edges to table with hooks to keep it straight and uniform.
2. Applies cement to felt with leather strap, spreading cement over surface with hand brush.
3. Allows first coat to set, applies second, and rerolls felt.
4. May thin cement with gasoline or benzol.
5. Wears gas mask when fumes become too objectionable.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

FELT COVERER (795.687-026)

ALSO FELTER, TENNIS BALLS; TENNIS-BALL COVERER, HAND

Cements felt covers to molded rubber balls to produce tennis balls.

JOB DUTIES:

1. Alines and smooths pieces of previously glued and cut felt over molded ball to cover ball.
2. Rolls ball between palm and workbench or strokes cover with dull implement to secure felt to ball.
3. Checks to see that felt is secure around edges.
4. Places balls in trays.
5. Selects out defective material.

Functional Competencies

Things　Light Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　Medium Perceptual Discrimination

FELT-HAT INSPECTOR AND PACKER (784.687-042)

ALSO STRAW-HAT INSPECTOR AND PACKER; INSPECTOR-PACKER

Inspects, repairs, and packs repaired finished hats or caps.

JOB DUTIES:

1. Inspects hats or caps for flaws, such as poor stitching and improperly placed visors, bands, or ornaments.
2. Makes minor repairs to hats or caps, such as sewing in missed stitches, using needle and thread, clipping loose threads, using scissors, and fastening loose ornaments.
3. Sorts hats and caps into piles according to size.
4. Lines boxes or cartons with tissue paper and packs hats or caps in containers.
5. Marks contents on outside of containers.

Functional Competencies

Things　Light Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　High Perceptual Discrimination

FILLER (789.687-130)
ALSO QUILT STUFFER; WOOL-BATTING WORKER

Fills quilt or comforter covers with precut sheets of cotton or wool batting, or synthetic materials, preparatory to sewing and quilting, using one of the following methods.

JOB DUTIES:

1. Selects filler and places it smoothly between unsewn cover pieces, securing cover together with clamps.
2. Spreads filler on inverted cover, sewn on three sides, and turns cover right side out over fillers.
3. Places cover, sewn on three sides, over frame that holds it open, and places filler on movable table to slide filler into cover.
4. May fill sleeping bags and cushions.
5. May tend automatic quilting machines.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Levie-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FILLER (739.687-090)

Fills cavities in exterior surface of corncob pipe bowls with plaster of paris.

JOB DUTIES:

1. Mixes plaster paste and water.
2. Places cob bowl on revolving spindle.
3. Applies plaster to sides and ends of bowl by hand, filling cavities and smoothing exterior surfaces of bowl.
4. May apply sealer to interior of hickory pipe bowls to seal bowls.
5. Reports unusual condtiions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

FILLER AND SANDER (769.687-022)
ALSO FRAME TRIMMER

Sands wooden mirror or picture frames with sandpaper preparatory to finishing and staining to remove nicks or rough edges.

JOB DUTIES:

1. Spreads putty over nail holes, using spatula or knife.
2. May touch up marred or discolored spots with matching color paint.
3. Checks corners for close fit and alignments.
4. Maintains supply of putty and matching paint.
5. Sets aside defective material.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FILLER WIPER (742.687-010)
ALSO GLAZE WIPER; STAIN WIPER; WIPER; WIPER-BLENDER; WASHCOAT WIPER

Rubs surfaces of furniture, to which filler, stain, glaze, or washcoat has been applied, to remove surplus filler or finish.

JOB DUTIES:

1. Rubs filler into pores of open-grained wood and/or spreads stain, glaze, or washcoat evenly over wood surfaces, using brush, cloth, or power rubbing tool.

2. Wipes surfaces with cloth to remove excess filler or finish.
3. May apply filler or finish to surfaces.
4. May smooth rough spots on surfaces of furniture prior to application of glaze, using steel wool.
5. Maintains tools and material.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINAL ASSEMBLER (789.687-046)

Assembles garments, such as skirts, blouses, and jackets, for final inspection.

JOB DUTIES:

1. Ties bows, draws belts through belt loops.
2. Closes slide fasteners, and buttons, snaps, or buckles garment openings.
3. Trims long ends of thread or loose threads from garments, using scissors.
4. Attaches specified tag denoting size of completed ensemble.
5. Stacks garments by size and type into trays.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINAL ASSEMBLER (713.687-018)

Attaches nose pads and temple pieces to optical frames, using handtools.

JOB DUTIES:

1. Positions parts in fixture to aline screw holes.
2. Inserts and tightens screws, using screwdriver.
3. Adjusts frames.
4. Sets aside defective materials.
5. Stacks completed units by size and type.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINAL ASSEMBLER (701.687-026)
ALSO LEVEL-VIAL INSPECTOR AND TESTER; TESTER; VIAL GAGER

Examines and gages level vials for conformance to specifications and tests for leakage.

JOB DUTIES:

1. Loads boxes of sealed vials into evaporating oven.
2. Examines heated vials to detect fluid-loss due to leakage.
3. Gages length of vials, using go-not-go gage, and examines vials for clarity of guidelines.
4. Sorts completed vials according to position of bubble in relation to guidelines, to match vials in levels containing more than one vial.
5. May be known according to specific task assigned.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINAL INSPECTOR (727.687-054)
ALSO POLARITY TESTER

Tests polarity connections on finished storage batteries and inspects final assembly for defects.

JOB DUTIES:

1. Positions metal prongs of testing unit over terminals of intercell connecting straps.
2. Observes bulb on test unit that lights when cell arrangement is correct.
3. Examines assembly for defects, such as omission of symbols on battery posts, uneven sealing, and cracked covers.
4. Sets aside defective material.
5. Follows safety standards working with acid.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-ACID

FINDING FASTENER (735.687-022)
ALSO PIN-OR-CLIP FASTENER

Fastens pins and clips to jewelry items, such as brooches and earrings.

JOB DUTIES:

1. Positions jewelry item between jaws of machine.
2. Selects pin or clip and fits end of pin or clip into holes of jewelry item.
3. Depresses pedal to close jaws and squeeze joints together.
4. Inspects jewelry for defects and rejects defective pieces.
5. May mount jewelry on cards.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINE PATCHER (739.687-146)
ALSO PATCHER; INSPECTOR; ROUGH PATCHER; REPAIRER

Examines smoking pipes for cracks, splits, and holes.

JOB DUTIES:

1. Fills imperfections with putty, using knife and fingers.
2. May mix putty according to formula.
3. May insert paper filter into pipe stem upon completion of examination and repair of pipe.
4. May be designated according to size of defects patched.
5. Stacks pipes by size and type.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINISHER (731.687-014)

Sets doll hair into specified style by combing, brushing, and cutting.

JOB DUTIES:

1. Places doll head on holder and combs and brushes hair in prescribed manner to smooth and untangle hair, using wire brush and petroleum jelly.
2. Cuts hair to desired length, using scissors.
3. Sets hair into specified style and secures in place, using rubber bands.
4. Wipes doll face to remove smudges, using damp cloth.
5. Places plastic bag over finished head and tucks edges under base to prevent damage to hair and face.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINISHER (774.687-022)
ALSO WARE CLEANER

Smooths surface of pressed, cast, or glaze-dipped clay products to remove flash, cracks, and loose material, using fingers, pick knife, sponge, or sandpaper.

JOB DUTIES:

1. Trims soft flash or picks loose clay from indentations of cast or pressed clay products, using pick knife and wet sponge.
2. Smooths hardened surface, using sandpaper.
3. Wipes fingers over glazed surfaces to distribute glaze evenly over checks and cracks prior to firing.
4. Wipes excess glaze solution from dipped article, using rags, wet sponge, or suction device.
5. Sets ware into trays.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINISHER (775.687-010)

Finishes surfaces of plaster castings, such as lamp bases, statues, figurines, and architectural ornaments, patching holes in chipped places, using spatula.

JOB DUTIES:

1. Removes excess plaster, using scraping tool, and smooths surface of casting with damp sponge, steel wool, or sandpaper.
2. Attaches member parts, such as horns, to figurines, using fresh plaster to moisten surface and pressing parts onto figurine.
3. May deepen defect or mar surface of article to impart antiqued appearance.
4. Mixes plaster to proper consistency.
5. Sets objects in trays to dry.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FINISH INSPECTOR (741.687-010)
ALSO PAINT-SPRAY INSPECTOR

Inspects finishes, such as paint, lacquer, or porcelain enamel on items, such as household appliances, automobiles, toys or bicycles while items move along production line or in inspection bays to ascertain conformance to standards.

JOB DUTIES:

1. Examines workpiece for scale, cracks, shade variances, or unpainted areas.
2. Marks workpiece with symbol to indicate defective area and type of repair needed.
3. Records number and type of units rejected and reasons for rejection.
4. May mark other defects, such as loose welds and loose or missing parts.
5. May inspect decals, identification markings or stenciling on workpiece to insure specified location, clarity, and alinement.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FINISH REMOVER (749.687-030)
ALSO STRIPPER

Removes paint, lacquer, stain, or other finish from furniture and furniture parts by rubbing surface with cloth, brush, steel wool, and solvent to prepare them for refinishing.

JOB DUTIES:

1. Immerses small articles in vat filled with solvent before rubbing.
2. Blows excess solvent from surface with airhose or wipes surface dry with cloth.
3. Rubs surface with sandpaper or steel wool.
4. Cleans off excess dust with damp rag.
5. Keeps work area clean.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FINISH SANDER (761.687-010)
ALSO FIRST-COAT SANDER; SANDER, HAND

Smooths surface of wooden articles, such as furniture parts, mirror frames, caskets, and cabinet panels preparatory to finishing, or between finish coats, using sandpaper and steelwool.

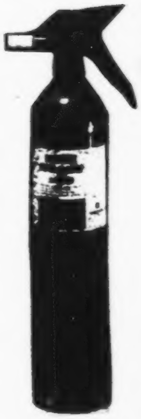
JOB DUTIES:

1. Feels surface of sanded article for smoothness.
2. May scrape article with chisel or scraper to remove burrs, splinters, and excess glue.
3. May mark defects, such as knotholes, cracks, and splits to facilitate repair of article.
4. May be designated according to job assigned.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FIRE-AND-SAFETY HELPER (739.687-094)
ALSO FIRE-EQUIPMENT-INSPECTOR HELPER



Assists Fire-Equipment Inspector in testing, inspecting, and repairing fire-fighting equipment.

JOB DUTIES:

1. Uses pressure gage to indicate liquid content.
2. Checks nozzle opening.
3. May weigh container.
4. Checks tags records.
5. Carries equipment to and from truck.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

FIRING-PIN GAGER (737.687-062)
ALSO INSPECTOR, FIREWORDS; PELLET-POST INSPECTOR

Inspects and tests assembled and partially assembled pyrotechnics (fireworks).

JOB DUTIES:

1. Examines parts for defects, such as nicks, cracks, or holes.
2. Screws standard test piece on threaded parts to determine acceptable fit and alinement.
3. Verifies component dimensions for conformance to specifications, using fixed gage.
4. Segregates defective assemblies for reconstruction, salvage, or further analysis.
5. May be designated according to parts inspected.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

FLAT FOLDER (788.687-050)
ALSO FOLDER, HAND

Folds precemented edges of shoe parts that cannot be folded by machine to form finished edges.

JOB DUTIES:

1. Taps edges with hammer to crease and cleave material.
2. May apply cement with brush or finger under non-adhesive edges.
3. May hammer prefolded edge of insole cover over arch pad to flatten cover edge.
4. Maintains cement and brushes in working order.
5. Sets aside defective material.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FLOATLIGHT POWDER MIXER (737.687-090)
ALSO INCENDIARY-POWDER MIXER; MIXER; PHOTOFLASH-POWDER MIXER;
PYROTECHNIC MIXER; STARTER-CUP-POWDER MIXER

Weighs and mixes chemicals according to formula for use as explosive ingredients in pyrotechnics (fireworks).

JOB DUTIES:

1. Examines chemicals to ensure that color and texture conform to specifications.
2. Weighs prescribed quantities of chemicals.
3. Rubs powdered chemicals through screens to obtain specified fineness.
4. Mixes screened powders to obtain uniform blend.
5. May dump powdered chemicals onto stone table, blend them with linseed oil, using roller, and mix blended material with additional chemicals by machine.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

FLOORWORKER-DISTRIBUTOR (784.687-030)

Selects and distributes materials, such as unfinished hat bodies and trimmings, to workers engaged in assembling and trimming hats.

JOB DUTIES:

1. May inspect finished work.
2. May oversee activities.
3. May maintain production records of assembly workers.
4. Maintains supplies and tools for workers.
5. Transports completed cartons with handtruck.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

FLOORWORKER, LASTING (788.687-046)

Marks shoe parts rejected in lasting inspection.

JOB DUTIES:

1. Distributes rejected parts for repair.
2. Locates repaired parts.
3. Pulls last from damaged upper and returns upper to department of origin or to worker for repair.
4. Locates and gathers repaired parts.
5. Procures replacements for damaged lasts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FOCUSER (725.687-018)

Observes magnified shadow of lamp filament projected on coordinate lines of dark screen to determine if coil has been properly centered within bulb.

JOB DUTIES:

1. Pulls stem to center filament, using tweezers.
2. Places bulb in bin for further processing.
3. Selects out defective bulbs.
4. Maintains operation of shadow lamp projector.
5. MAy transport bins of materials with handtrucks.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FOLDER (789.687-058)
ALSO WATERPROOF-MATERIAL FOLDER

Folds pieces of waterproofed or padded bag material preparatory to sewing so that ends match evenly and burlap is to outside.

JOB DUTIES:

1. Creases fold with hand.
2. Places pieces on handtruck.
3. Separates out defective bags.
4. Trims stray ends with scissors.
5. Transfers bags to packing area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FOOT STRAIGHTENER (715.687-030)

Straightens timepiece dial holding feet, using holding device and gage.

JOB DUTIES:

1. Positions dial in holding device, alining feet with holes in fixture of device.
2. Closes collet of device that squeezes and straightens feet.
3. Places dial in gage that duplicates watch movement to determine that feet are straight and properly positioned and that center and second holes are correctly placed.
3. Selects out defective parts.
4. Places completed time pieces in bins.
5. Maintains tools and vices in working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FRINGER (789.687-062)

Pulls out specified number of warp and filling threads or selvage yarns to form fringe on woven tablecloths or rugs.

JOB DUTIES:

1. Trims excess threads from fringe, using scissors.
2. Places cloth on work according to size and type.
3. Matches thread color with material.
4. Maintains lint-free work area.
5. Reports unusual cnditions to supervisor.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FUEL-BAY-LINING MECHANIC (752.687-010)
ALSO INSTALLER, FUEL-BAY-LINING

Installs rubber composition inside airplane wing and fuselage cavities (bays) to provide bases for fuel tank installations.

JOB DUTIES:

1. Fits precut numbered composition sections on test board at correspondingly numbered positions.
2. Trims sections, using bandsaw.
3. Brushes adhesive on sections.
4. Removes sections from board and places them in specified position between structural ribs of airplane.
5. Maintains clean brushes and stored adhesives.

Functional Competencies

Things | Light Phys Strength | Continuous Man Dexterity
Math Level-Third | Reading Level-None
Minimal People Interaction | Medium Perceptual Discrimination

FUR TRIMMER (783.687-014)

Trims blocked fur garments to remove excess fur around chalk-marked pattern on inside of garment, using hand knife.

JOB DUTIES:

1. Maintains sharp hand knife.
2. Follows pattern carefully.
3. Sets aside "broken" furs or poorly blocked garments.
4. May trim stray ends.
5. Reports any unusual conditions to supervisor.

Functional Competencies

Things | Light Phys Strength | Continuous Man Dexterity
Math Level-None | Reading Level-None
Minimal People Interaction | High Perceptual Discrimination

FUSING LINE INSPECTOR (716.687-018)
ALSO INSPECTOR, MULTIFOCAL LENS; MULTIFOCAL-BUTTON INSPECTOR;
TOPSIDE INSPECTOR

Inspects multifocal lenses or lens parts, at various stages of processing, for defects caused by flaws in glass or improper assembly.

JOB DUTIES:

1. Examines lenses or lens parts, such as polished multifocal buttons, polished lens blanks, and fused multifocal buttons, for defects, such as scratches or chips on surface or presence of dust or water stains along fused juncture.
2. Measures dimensions of lenses or parts, using lens gage or millimeter ruler.
3. Places lenses or lens parts in trays for transfer to other departments.
4. Keeps production record.
5. May chill mounted lenses in freezer to contract mounting pitch for ease of lens removal.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GAGER (715.687-034)

Measures height of pinions on wheel to insure conformance to specifications, using gage.

JOB DUTIES:

1. Adjusts pointer of dial gage to zero mark according to standard pinion on gage block.
2. Places test wheel and pinion in nest of gage block, using tweezers.
3. Reads gage to determine height of pinion.
4. Separates pinions according to acceptable, above, or below standard.
5. Maintains equipment in good working condition.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GARMENT FOLDER (789.687-066)
ALSO SHIRT FOLDER

Folds garments for bagging or boxing, following guide marks on table or using folding board (cardboard or metal form).

JOB DUTIES:

1. Secures folds with metal clips.
2. May insert tissue paper between folds.
3. May make final inspection of garment.
4. May pack garments in bags and boxes.
5. May be designated according to garment folded.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GARMENT RIPPER, ALTERATIONS (782.687-038)
ALSO STRIPPER,

Cuts or rips stitches from sections of articles or garments to prepare them for resewing, using razor blade, scissors, or seam ripper.

JOB DUTIES:

1. Pulls loose threads.
2. Sets aside garments according to section for resewing.
3. May keep quality contol records of type of alteration needed.
4. Assists other workers as required - may resew some articles.
5. Keeps area lint free.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GARMENT-TAG STRINGER (794.687-054)

ALSO STRINGER

Adds wire tie or binding string to paper tags by tying or twisting precut lengths of string or wire through holes in ends of tag.

JOB DUTIES:

1. May count tags and tie them into bundles of prescribed number.
2. May be designated according to type of tag.
3. Maintains supply of wire string and tags.
4. Checks over work for qualtity control - length, number, etc.
5. Cleans up work area each day.

Functional Competencies

Things	Light Phys Strength	Intermit Manual Dexterity
	Math Level-Third	Reading Level-None
Minimal People Interaction		Medium Perceptual Discrimination

GARMENT TURNER (789.687-074)

ALSO SHIRT TURNER; SLEEVE TURNER

Turns garments right side out preparatory to folding.

JOB DUTIES:

1. Turns garments by hand or pulls garment over shaped form to reverse garment.
2. Turns closed portion of garment, such as foot of child's sleeper, by pulling garment over suction tube, pressing closed portion in mouth of tube and turning garment from tube onto form.
3. Pulls garment over form and depresses pedal to activate air suction that turns garment right side out.,
4. May be designated according to type of garment or garment part turned.
5. Places turned garments in bins or handtruck.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		Low Perceptual Discrimination

GASKET INSPECTOR (739.687-102)
ALSO PICKER

Separates precut gaskets from strips of cork, rubber, or composition material.

JOB DUTIES:

1. Examines gaskets for defects, such as cuts or flaws in material.
2. Sorts gaskets according to type and size.
3. Places gaskets on table for packing.
4. Sets aside defective cork or rubber material.
5. Transports samples to and from manufacturing area.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GAS-MASK INSPECTOR (712.687-022)

Inspects assembled gas masks for conformity to specifications.

JOB DUTIES:

1. Examines chemical containers, facepieces, straps, and rubber hoses for defects such as blisters, tears, and faulty stitching.
2. Tests masks for leakage around glass eyepieces, using suction-cup device.
3. Tests chemical containers for content, and for leakage under pressure, using gage.
4. Tests absorbing quality of chemicals, using smoke meter.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GAUNTLET PAIRER (784.687-034)

Matches right- and left-hand gloves according to size, style, and color.

JOB DUTIES:

1. Stacks gloves in lots of specified number of pairs.
2. May tie gloves in lots onto cardboard, by hand or with typing machine, to prepare them for packing.
3. May insert pair of gloves into plastic bag.
4. May pack specified number of pairs into shipping carton.
5. May keep production records.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GETTERER (725.687-022)

Applies getter (chemical solution) to stems of lead wires used in making incandescent lamps.

JOB DUTIES:

1. Picks stem from tray and applies getter on lead wires using brush.
2. Places stem in tray to dry.
3. Adds thinners to getter.
4. Stirs mixture to maintain specified consistency.
5. Sets material in trays.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GLASS-BULB SILVERER (779.687-018)

Coats interior of ornamental glass balls with silvering solutions.

JOB DUTIES:

1. Pours solution into balls through small openings.
2. Holds stopper over opening and shakes balls until interior surfaces are covered.
3. Pours surplus silvering solution out of balls.
4. Places completed ornament in tray for next process.
5. Maintains silvering solution at correct consistency.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GLASS CHECKER (716.687-014)

Tests glass stock for color density to determine acceptability of stock for colored lenses, using light transmitting equipment.

JOB DUTIES:

1. Inserts colored glass stock in transmission equipment that passes light through stock.
2. Registers color density.
3. Reads machine dial.
4. Rejects or accepts glass stock according to chart listing density specifications.
5. Places glass into bins according to quality and color density.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

GLASS CURVATURE GAGER (701.687-022)
ALSO LEVEL-VIAL CURVATURE GAGER

Gages length and degree of curvature of level glasses (vials), using gage indicator.

JOB DUTIES:

1. Sorts or rejects them according to differences in values.
2. Positions vial against indicator button in fixture of machine.
3. Observes point of maximum curve of vial on gage indicator.
4. Rejects vials that do not fall within specified degrees.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

GLASS CUTTER HELPER (775.687-018)

Assists Glass Cutter in cutting and handling glass or mirrors.

JOB DUTIES:

1. Carries glass or mirrors to worktable.
2. Places cutting tools on table.
3. Removes excess glass from working area.
4. Measures layout dimensions, using tape measure.
5. Counts cut glass or mirrors to verify measurements and quantity cut.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

GLASS DRILLER (775.687-014)

Drills premarked holes in glass lampshades for attachment of frames or fixtures, using electric hand drill.

JOB DUTIES:

1. Maintains drill and drill bit in working condition.
2. Keeps clean work area free from glass chips.
3. Stocks lampshades.
4. Transports glass using handtruck or conveyor.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GLASS ETCHER HELPER (779.687-038)
ALSO WAXER

Brushes coat of wax on glass speedometer and radio dials, leaving stenciled numbers and figures free for etching.

JOB DUTIES:

1. Maintains wax at proper consistency
2. Places completed unit in tray for next process.
3. May transfer boxes of units using handtruck.
4. Maintains clean work area.
5. Sets aside chipped glass dials.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GLASS TECHNOLOGIST (772.687-010)
ALSO GLASS WORKER, PRESSED OR BLOWN

Performs any combination of following tasks to produce pressed or blown glassware from molten glass.

JOB DUTIES:

1. Balances gather (gob of molten glass) on blowpipe, and blows through and simultaneously rotates blowpipe to maintain gather in gobular form for blocking, redipping, or final shaping.
2. Moves controls that open hinged molds to receive gather for shaping by press or attaches blower head to opening of blank-filled mold and turns valve to admit compressed air that shapes blank to mold contour.
3. Removes glassware from mold, using pincers or fork, or catches ware from inverted molds on paddle (tray) and carries ware to reheating furnace, glazing machine, or lehr.
4. Strikes glassware with metal bar to break (crack off) ware from blowpipe.
5. Removes excess glass from ware, using bar, hand cutter, flame, or saw.

Functional Competencies

Things	Medium Phys Strength	Continuous Man Dexterity
Math Level-None		Reading Level-None
Minimal People Interaction		Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT

GLOVES-PART INSPECTOR (781.687-034)
ALSO LEATHER-PIECE INSPECTOR

Inspects and sorts parts of leather goves or mittens after cutting.

JOB DUTIES:

1. Examines parts to detect defects, such as holes, scars, and cutting nicks.
2. Trims part to remove defects, using hand shears.
3. Feels leather part to determine weight and thickness.
4. Sorts parts according to color, weight, and quality standards for specified styles and leather parts of comparable quality required to make complete glove or mitten.
5. Sets aside defective material.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
Math Level-None		Reading Level-None
Minimal People Interaction		High Perceptual Discrimination

GLOVE TURNER (784.687-038)

ALSO GLOVE FORMER; GLOVE TURNER-AND-FORMER

Turns glove and mittens right-side-out.

JOB DUTIES:

1. Pulls thumb and each finger of glove over turner tube, presses pedal to lower rod that pushes tips of fingers into tube.
2. Pulls partially turned glove from tube.
3. Pulls thumb and each finger over shaped form (punch-out stick) to complete turning and to push out finger tips.
4. May pull turned glove over heated form to press it.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GLUER AND SLICER (794.687-030)

Glues one end of stack of paper and slices stack into sections for making such products as legal tablets, notebooks, and scratch pads.

JOB DUTIES:

1. Brushes coat of glue on end of stack, covers end with cheesecloth and brushes glue over cheesecloth.
2. Pushes stack along conveyor into drying chamber.
3. Slices sections from stack, using slicing knife.
4. Stacks sections on skids.
5. May not cover end of stack with chesecloth when gluing such items as scratch pads.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-ODOR

GLUER-AND-WEDGER (762.687-038)
ALSO WEDGER-AND-GLUER

Glues and shapes fibrous veneer strips to sides and ends of wooden shuttle blanks.

JOB DUTIES:

1. Brushes glue on veneer strips and alines them on sides on shuttle blanks to form even surface.
2. Clamps several veneered shuttle blanks together in rack.
3. Hangs racks in drying room.
4. Removes racks and brushes glue on underside of veneer strips at tapered shuttle ends.
5. Hammers wooden wedges around tapered ends of shuttles in rack to shape strips to shuttle form.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITION-ODORS****

GLUER, WET SUIT (795.687-018)

Glues together precut pieces of rubberized plastic to assemble skin-diving outfits, such as wet suits, hoods, and jackets, forming watertight, bonded seams after subsequent curing.

JOB DUTIES:

1. Mixes and maintains glue at proper consistency.
2. Matches parts by size and shape.
3. May trim excess materials to fit.
4. Checks own quality control after glueing.
5. Cleans work area each day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GOLD BURNISHER (775.687-022)

Rubs hollowware with burnishing brush or polishing cloth to polish gold band or trim.

JOB DUTIES:

1. Mounts flatware on rotating spindle and applies pressure to ware surface with burnishing brush to polish it.
2. Examines it and discards defective pieces.
3. May rub surface of ware with rag or steelwool to remove excess paint and produce antiqued appearance.
4. Stacks completed bands according to size.
5. Maintains polishing equipment in good working condition.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GOLF-CLUB WEIGHTER (732.687-026)

ALSO WEIGHTER

Weights wooden golf club heads to achieve specified swing weight.

JOB DUTIES:

1. Screws stop on portable drill or inserts drill bit of specified length and width.
2. Clamps club head into vise and drills hole in head.
3. Pours molten lead from ladle into hole or places threaded cylindrical metal weights in drilled holes.
4. Inserts wood screw to hold metal weights.
5. May reweigh finished clubs, by adding or subtracting weight as specified.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GOLF-SHOE-SPIKE ASSEMBLER (788.687-054)

ALSO GOLF-STUD RIVETER

Attaches studs or spikes to golf shoe soles and heels by one of the following methods.

JOB DUTIES:

1. Sets leather sole right side up on anvil.
2. Depresses pedal causing magnetized driver to push rivet end of stud through sole and linch it into bottom of sole or heel.
3. Threads spikes into metal inserts that have been molded into plastic soles and heels of completed shoes.
4. Holds shoe against bench-mounted air wrench, inserts spike head into socket, and presses shoe against revolving wrench until spike is threaded securely.
5. Repeats operation until each spike in sole and heel is assembled to shoe.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GRAINER (700.687-058)

ALSO POLISHER; RUBBER-OFF; SCRATCH BRUSHER

Smooths and polishes jewelry, such as charms, earrings, pins, rings, and bracelets, using polishing wheel.

JOB DUTIES:

1. Selects polishing wheel and dressing compound according to type of metal to be polished and type of finish desired.
2. Applies dressing compound or rouge to rotating wheel and moves article against wheel to remove surface blemishes and produce luster.
3. May apply dressing compound and rub articles with cloth to remove discoloration and produce luster.
4. May immerse jewelry in plating solutions for specified time to coat jewelry with gold, silver, or other materials.
5. May polish areas of rings that are inaccessible to polishing wheel, using strip of abrasive polishing fabric.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GRINDER (734.687-054)

Inserts button blanks in slot of grinding machine and pulls grinder against button to grind flat surfaces.

JOB DUTIES:

1. Puts completed unit in bins according to type.
2. Sets aside defective buttons.
3. Maintains grinding wheel in good working condition-trims wheel as needed.
4. Follows safety procedures in using grinding machine.
5. Maintains clean work area.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

GROUPER (729.687-026)
ALSO PLATE STACKER, HAND; STACKER

Groups (interleaves) specified number of positive and negative plates and separators.

JOB DUTIES:

1. Places stack on conveyor leading to burning (welding) station.
2. Moves materials about work area, using handtruck.
3. Assists welder as needed.
4. Organizes plates in storage according to size and type.
5. Follows safety procedures.

Functional Competencies

Things   Heavy Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

GUM STRIPER (741.687-022)
ALSO STRIPER, SPRAY GUN; MECHANICAL STRIPER; PENCIL STRIPER; POTTERY STRIPER; WASHING-MACHINE STRIPER

JOB DUTIES:

1. Fills reservoir of spray gun with paint or enamel.
2. Positions straightedge, template, or other guide on article to be striped, and pulls trigger of gun to apply paint or enamel as gun is moved along surface.
3. Touches up stripe, using brush, and wipes excess paint from surface, using cloth and turpentine.
4. May stripe articles against molding, or in groove of article without use of guide.
5. May paint decorative stripes or spiral designs on articles such as bisque ware or wheels as they revolve on turntable, or mandrel, using spray gun equipped with specified striping nozzle.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

GUT WINDER (712.687-034)
ALSO SUTURE WINDER, HAND

Winds single or multiple lengths of surgical catgut onto fiber suture reel.

JOB DUTIES:

1. Pulls out holding flaps on reel, inserts end of strand under one flap, and places reel on power-driven wheel.
2. Presses pedal to actuate wheel and guides strand under holding flaps as wheel spins to wind precut lengths or counts wheel revolutions to measure lengths.
3. Turns reels by hand when winding numberous strands.
4. Cuts catgut from spool, using scissors.
5. Inserts completed reels in plastic envelopes for subsequent sterilization.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

HACKLER, DOLL WIGS (731.687-018)
ALSO WIG COMBER

Grasps and pulls synthetic hair through teeth or bristles of hackle to remove tangles and soften fibers preparatory to making doll wigs.

JOB DUTIES:

1. May arrange and finish doll wigs, using comb.
2. Sets completed units in bins by type.
3. May trim or adjust other parts of doll as needed.
4. Selects out defective dolls.
5. Maintains lint-free work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAIRSPRING CUTTER (715.687-042)

Cuts individual hairspring wires to specified length, using hand-operated cutting device.

JOB DUTIES:

1. Places spring over gage to determine if fit is correct.
2. Maintains gage in
   working order.
3. Arranges cut wires according to size.
4. Selects out defective wires.
5. Maintains clean working area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAIRSPRING CUTTER (715.687-042)

Cuts individual hairspring wires to specified length, using hand-operated cutting device.

JOB DUTIES:

1. Pulls wire from spool and positions and clamps wire end in cutting stop.
2. Pulls wire taut and cuts wire to specified length, using pivoted cutting blade.
3. Maintains clear working area.
4. Places cut hairspring in container.
5. Requests materials from supervisor and reports unusual conditions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAMMER ADJUSTER (715.687-046)

Shapes hammers used to strike bells in alarm clocks, using holding fixture.

JOB DUTIES:

1. Fits ends of hammers into holding fixture.
2. Bends arms to required shape by hand.
3. Places hammers in container.
4. Sets aside defective hammers.
5. Reports unusual conditions to supervisor.

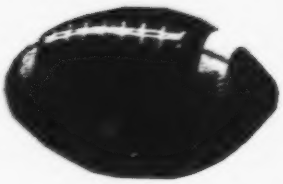
Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAND LACER (732.687-034)
ALSO LACER

Laces footballs, punching bags, or baseball gloves and mitts, using lacing needle and awl.

JOB DUTIES:



1. Pushes end of fabric, plastic, or leather lace through eyelets of article with awl or lacing needle.
2. Pulls lace through eyelet.
3. Repeats operation and ties and cuts lace after article is laced as specified.
4. Sets aside defective material.
5. May keep count of completed units for piece rate.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HANDLER ASSEMBLER (762.687-042)
ALSO SAW-HANDLE ASSEMBLER; SHOVEL-HANDLER ASSEMBLER;
SNATH-HANDLE ASSEMBLER

Attaches metal parts, such as webs and ferrules, to wooden tool and implement handles.

JOB DUTIES:

1. Positions metal parts on handle, and drills holes for bolts or rivets, using portable power drill.
2. Inserts bolts or rivets in holes, bolts or rivets, using portable power drill.
3. Inserts bolts or rivets in holes, and tightens or fastens them, using handtools or riveting press.
4. May pack handles for shipment.
5. May dip or spray handles to color or preserve them.

Functional Competencies

Things Light PHys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HANDLE MAKER (739.687-122)

ALSO MOP-HANDLE ASSEMBLER

Assembles handles for detachable mopheads, performing any of following tasks.

JOB DUTIES:

1. Inserts butt end of handle into spring, positions lever between spring and handle, and fastens spring and lever to handle, using automatic stapler.
2. Positions metal head over end of handle and fastens head to handle, using automatic stapler.
3. Pulls wire bail over metal head.
4. Inserts end of bail through holes in levers.
5. Maintains clean work area.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		High Perceptual Discrimination

HAND ROLLER (790.687-030)

ALSO TWISTER, HAND; TOBACCO ROLLER; TWIST MAKER

Rolls leaves to tobacco together to form twists of chewing tobacco.

JOB DUTIES:

1. Overlaps leaves of tobacco on table and rolls leaves together or places filler tobacco on leaves and rolls leaves over filler to form roll, using fingers and palms of hands.
2. Folds roll in middle and rolls again to form twist.
3. Periodically weighs twists to determine whether weight is within prescribed limits.
4. Keeps scale clean for accurate weighing.
5. Cleans up work area each day.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-Third	Reading Level-None
Minimal People Interaction		Medium Perceptual Discrimination

HANDS-AND-DIAL INSPECTOR (715.687-066)

ALSO INSPECTOR, DIALS

Examines clock and watch dials for surface and mechanical defects, using loupe, gages, and pick.

JOB DUTIES:

1. Examines dials for surface defects, such as scratches, finger marks, double lines in printing of numerals, and defective lacquer coating, using loupe.
2. Turns movement, dial side down, to determine if watch hands slip.
3. Inspects hands to determine if they are alined with numberals, are specified distances apart, and that they do not touch dial or crystal, using gages.
4. Moves second hand to ascertain if hand slips on arbor, using pick.
4. Inspects dials for centering of center and second holes, using gages.
5. Sets aside defective dials.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HARNESS-AND-BAG INSPECTOR (789.687-086)

ALSO BACK-PAD INSPECTOR; HARNESS INSPECTOR; SEAT-PACK INSPECTOR

Inspects parachute deployment bags and harnesses to detect defects in assembly, stitching, or webbing, using checklist.

JOB DUTIES:

1. Unfolds back pad, seat pack, or accessory, such as protector flap, cone panel ripcord pocket, or riser pocket, and examines them for flaws, such as defective material and stitching or loose eyelets.
2. Determines if accessories are at specified location, using straightedge and pulls accessories to insure that they are securely attached to seat pack.
3. Lays harness on table and checks measurements marked on table.
4. Inspects harness for defects, such as damaged webbing, poor stitching, smears in silk-screen printing, and attachment of component parts.
5. Marks defects with pins.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HARNESS RIGGER (789.687-082)
ALSO PARACHUTE-HARNESS RIGGER

Threads breast shields, buckles, snaps, and other hardware devices on straps of parachute harness to position them for stitching into place.

JOB DUTIES:

1. Slides canvas breast shield fitted with snap onto one harness strap and slides shield fitted with buckle ring onto other strap.
2. Attaches pair of backstraps to harness and backstraps and pulls them through buckles mounted on opposite harness straps.
3. Places assembled harness in bin.
4. Sets aside defective materials.
5. May transfer materials to stitching area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HASSOCK MAKER (780.687-018)

Fills sewed hassock covers with precut polyfoam filler.

JOB DUTIES:

1. Places filler inside tack (cover) and centers evenly between ends of cover.
2. Places hassock in pleater and draws strings together to pleat and close ends.
3. Attaches buttons to ends of hassock with cord and hook.
4. May stuff filling material, such as cotton, excelsior or kapok, into hassock cover and compresses it under hydraulic press to shape and firm hassock.
5. Maintains clear and clean working area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HEADER (764.687-058)
ALSO HEAD-UP; HEAD SETTER

Installs circular head in croze (groove) of slack or tight barrel.

JOB DUTIES:

1. Loosens temporary head loop on barrel by striking hoop, using hammer.
2. Picks up head with spiked tool and fits head into croze of barrel.
3. Draws staves around head, using windlass machine or other equipment.
4. Replaces temporary head hoop with regular head hoop.
5. Taps hoop lightly with hammer to tighten it around barrel and sets barrel aside.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HEADING REPAIRER (764.687-066)

Repairs tight barrelhead, using either of the following methods.

JOB DUTIES:

1. Separates sections of barrelhead with chisel.
2. Inserts strips of flagging between sections.
3. Hammers them together to enlarge barrelhead to fit croze of barrel.
4. Removes section of head, replaces it with wider board.
5. Sends head to Turning-Machine Operator for processing.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HEATING-FIXTURE TENDER (713.687-042)

ALSO SUNGLASS-CLIP ATTACHER; MELTER

Bonds metal spring clip to plastic clip-on sunglass frames, using electric heating equipment.

JOB DUTIES:

1. Pulls lever or slides rod to clamp frames in heating fixture.
2. Removes bonded frames and examines attachment and action of clip for freedom of movement.
3. Maintains electric heating equipment in working condition.
4. Keeps work area free and clearr/cleans frame clamps.
5. Sets aside defective frames.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		High Perceptual Discrimination

HEEL-COVER SOFTENER (788.687-090)

ALSO LEATHER SOFTENER; SOLE WETTER; UPPER-MULLER; VAMP WETTER; WELT TREATER

Softens leather shoe parts by one of following methods.

JOB DUTIES:

1. Places shoe parts, by case lots, on rack and pushes rack into humidifier.
2. Turns valves to control heat and moisture in humidifier.
3. Records rack number and time or date of placement in humidifier.
4. Pushes rack of softened parts to other workers.
5. May dip bundles of welt strips into water and place bundles in humidifying room to maintain moisture in strips.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
	Math Level-None	Reading Level-None
Minimal People Interaction		Low Perceptual Discrimination

HEEL DIPPER (788.687-058)

Dips heel in cement prior to heel covering operation.

JOB DUTIES:

1. Places heels in wire basket.
2. Immerses basket in cement solution to coat heels.
3. Raises basket, allowing excess cement to drain.
4. Places heels on drying rack.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HIDE EXAMINER (783.687-018)
ALSO HIDE INSPECTOR

Examines shipments of hides or skins for compliance with specifications, such as grade, type, and weight, and for defects, such as cuts or scars.

JOB DUTIES:

1. Records data on work ticket.
2. Sets aside defective material and hides.
3. Uses calipers to measure thickness.
4. Uses color charts to match die lot.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HOGSHEAD BUILDER (764.687-074)

ALSO HOGSHEAD COOPER; NAILER, HAND

Assembles precut staves and metal bands to form hogshead shells.

JOB DUTIES:

1. Places staves in cradle of circular frame until lower portion of hogshead is formed.
2. Inserts liner ring to support staves and places staves over ring to complete hogshead shell.
3. Pulls lever to tighten frame bands around staves and hammers stave ends even.
4. Braces open ends of hogshead shell with wooden boards and positions metal hoops around both ends of shell.
5. Tightens, hoop, using hoop puller, and nails hoop to staves.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

HOGSHEAD COOPER (764.687-070)

ALSO PATENTED-HOGSHEAD ASSEMBLER

Assembles patented hogshead from prefabricated mats (staves wired together), hoops, and headings, performing any combination of the following duties.

JOB DUTIES:

1. Stands mat on ends to form cylinder or positions mat around circular form.
2. Inserts tie wire between loops of mats and twists the wire to fasten ends together, using wire twisters.
3. Fastens mat together by alining hinges attached to hoops and inserting metal pin through hinge.
4. Positions heading in hogshead shell.
5. Encircles bottom pinch cleat into jaws of strapping tool.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Medium Perceptual Discrimination

HOGSHEAD HOOPER (764.687-078)
ALSO HOOPER

Fastens precut lengths of wire (hoops) around hogshead to secure staves.

JOB DUTIES:

1. Places wooden board in open end of hogshead to brace staves at opening.
2. Encircles hogshead with wire lengths and inserts wire ends into wire tightener or wire twister.
3. Pumps lever of tightener or turns twister to tighten wire around hogshead and to fasten wire ends together.
4. Bends wire ends under wire hoop and hammers wire flat or cuts wire ends, using wire cutter.
5. Removes brace from open end of hogshead and rolls hogshead to succeeding work station.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HOGSHEAD MAT ASSEMBLER (764.687-082)

Assembles precut staves, cleats (wooden blocks), and metal bands to form hogshead mats.

JOB DUTIES:

1. Places cleats in jig on worktable and spaces staves on cleats, using metal disks as spacing guides.
2. Positions metal band across staves and inserts pins in preriveted hinges on ends of band to secure band to jig.
3. Hammers nails through holes in band to secure staves to band.
4. Drills hole in stave through hole in hinge leaf, using portable electric drill, to facilitate bolting mats together to form hogshead shell.
5. Pulls pins from band hinges to release mat from jig.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HOGSHEAD MAT INSPECTOR (764.687-086)

Inspects hogshead mats (prefabricated staves banded together) for nailing defects.

JOB DUTIES:

1. Positions mat on worktable and inspects mat for nailing defects.
2. Removes misdriven nails and hammers nails through band into stave.
3. Bolts hinges to mats to complete mat assembly, using socket wrench.
4. Sets aside improperly assembled hogshead mats.
5. Repairs hinges/staves as needed.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HOLLOW-CORE DOOR-FRAME ASSEMBLER (762.687-022)

ALSO CLAMP-JIG ASSEMBLER; LOUVER-DOOR ASSEMBLER

Assembles and clamps together wooden parts for such products as door frames and furniture parts, using jig equipped with power clamping device.

JOB DUTIES:

1. Places precut wooden parts in jig in specified sequence and position and activates mechanism that clamps parts together.
2. Releases clamp and stacks completed items on skid.
3. May turn crank to adjust width of jib.
4. May brush glue on wooden parts or squirt glue in dowel or tenon holes before assembling.
5. May be designated according to product.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HOSE CUTTER, HAND (751.687-010)

Measures, rerolls, and cuts rubber hose to specified lengths.

JOB DUTIES:

1. Positions reels of hose in letoff rack and empty reels in powered windup rack.
2. Verifies diameter on hose, using gates.
3. Threads end of hose through measure meter and onto empty reel.
4. Depresses pedal and guides hose onto windup rack.
5. Examines hose for defects, such as snags, cuts, and bulges.

Functional Competencies

Data/Things	Light Phys Strength	Continuous Man Dexterity
Math Level-Third	Reading Level-None
Minimal People Interaction	High Perceptual Discrimination

HOT-STONE SETTER (734.687-058)

Sets rhinestones in plastic buttons by heating rhinestones on hot metal plate.

JOB DUTIES:

1. Maintains hot metal plate at specified temperature setting.
2. Inserts buttons after heating indentations in buttons.
3. Presses stones into buttons with tweezers or metal guard fitted over finger.
4. Sets completed work onto trays.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things	Light Phys Strength	Continuous Man Dexterity
Math Level-None	Reading Level-None
Minimal People Interaction	High Perceptual Discrimination

HOT-TOP-LINER HELPER (709.687-018)

Assists Hot-Top Liner in lining covers (hot-tops) for ingot molds.

JOB DUTIES:

1. Pries and chips such as crowbar or chipping hammer.
2. Attaches crane hooks to lugs of cover.
3. Cleans mold with oxygen lance.
4. Mixes mortar and carries firebrick or repair platform.
5. May signal crane operator to lift and position covers.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

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IGNITER CAPPER (737.687-050)

Ties protective cotton cap over igniter end of propellant charge.

JOB DUTIES:

1. Ties tag containing identifying data to charge.
2. Sets aside any defective igniters or cotton caps.
3. May keep records of production.
4. Maintains clean working area.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS

INSERTER, TUBE INSERTER (750.687-010)
ALSO TUBER

Installs inner tubes and flaps in tires preparatory to shipping.

JOB DUTIES:

1. Positions tire under hydraulic spreader clamps.
2. Pushes switch to activate clamps that spread sidewall of tire.
3. Inserts inner tube in tire with valve located at point marked by Tire Balancer.
4. Inflates inner tube, using airhose.
5. Inserts flap over inner tube to prevent damage.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

INSERTER (794.687-058)
ALSO TABBER; TAGGER

Inserts paper identification tabs into slots of guide devices attached to index filecards.

JOB DUTIES:

1. Transfers boxes of file cards and tabs to and from work area.
2. Organizes index tabs alphabetically and/or numerically.
3. Removes bent or torn cards and broken guides.
4. May keep record of index sets completed.
5. May perform other duties as assigned.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

INSPECTOR (709.687-022)

Inspects nuclear reactor fuel elements and components for conformance to quality and dimensional specifications.

JOB DUTIES:

1. Removes fuel elements and components from conveyors or crates, and inspects them for surface defects, such as pits, cracks, corrosion, and weld beads, using magnifying glass.
2. Examines exposed radiographic films of fuel elements to detect presence of minute voids in elements.
3. Compares defects with standards charts to determine acceptability of each element.
4. Measures interior and exterior dimensions of elements, using ring and plug gages.
5. Rolls each element through warp gage to insure lengthwise alinement.

Functional Competencies

Things/Data   Light Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR (700.687-034)

Examines findings and finished pieces of jewelry for specified size and shape and for defects in enameling, painting, plating, and polishing.

JOB DUTIES:

1. Straightens parts or inserts links, using pointed pliers.
2. May measure and weigh completed articles of sterling silver or pieces of jewelry, using balance scale, micrometer, calipers, rulers, and height gage.
3. May inspect filled books of gold leaf or rolls of metal foil for defects, such as dimensional accuracy, holes or torn corners.
4. Maintains clean balance and measuring tools in working order.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things/Data   Light Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR (739.687-106)

Inspects boxed matches to insure that they meet product specifications.

JOB DUTIES:

1. Opens sample cases of matches from each pallet load and inspects boxes for labeling and packing.
2. Examines matches for quality of coating.
3. Ignites several matches to ascertain they strike and burn efficiently and safely.
4. Routes rejected loads for further inspection, salvage or disposal.
5. May inspect match strip sections for defects, such as tears, uneveness, incomplete slitting, and compressed heads.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

****HAZARDOUS-FLAMMABLE****

INSPECTOR (780.687-022)

Examines mattresses and box springs for defects prior to packaging.

JOB DUTIES:

1. Inspects surfaces for puckers, gathers, and irregular corners.
2. Measures length and width of mattress and box spring to insure conformity with specifications, using tape measure.
3. Cuts loose threads and fabric ends from mattresses meeting standards and removes defective ones from conveyor.
4. May use water on surfaces to shrink puckers, using spray gun.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR (779.687-026)

ALSO MICA INSPECTOR

Inspects articles formed from mica for defects, such as spots, streaks, scratches, and cracks.

JOB DUTIES:

1. Spreads articles over illuminated table and scans them for defects.
2. May place articles on bed of microscope, using tweezers or pneumatic lifting device.
3. Examines articles through microscope to detect defects not visible to naked eye.
4. Rejects defective articles.
5. Packs high quality or optical grade mica in protective paper or envelopes and packs parts in plastic boxes.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR (733.687-042)

ALSO NIB ADJUSTER

Inspects fountain pens for defects.

JOB DUTIES:

1. Examines nib under magnifying glass and inserts feeler gage between fountain pen points to determine whether spacing between points conforms to specifications.
2. Opens and closes pen points to adjust spacing between points, using handtools.
3. Writes with fountain pen to determine legibility and ease of writing.
4. Places rejected pens aside for rework.
5. Places inspected pens in cartons.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR (769.687-026)

Inspects dimensional woodstock or wood products, such as doors, panels, window sashes, and window screen frames for defects and conformance to machining specifications.

JOB DUTIES

1. Visually examines and feels surface of woodstock or products to detect defects, such as mismatched veneer, dents, splits, blemishes, loose and uneven joints, holes, and faulty sanding.
2. Verifies conformance of woodstock or products to dimensional specifications, using ruler, caliper, gages, and square.
3. Records quantity of material approved and rejected on inspection report.
4. May sand uneven areas, using sandpaper, and fill dents and cracks, using filler and putty knife.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

INSPECTOR-AND-UNLOADER (709-687-038)
ALSO SPRING INSPECTOR

Removes springs from conveyor belt and inspects them for defects such as missing or bent leaves, clips, and bushings, and excessive spacing between leaves.

JOB DUTIES:

1. Measures spring dimensions to verify specifications, using rule and micrometer.
2. Marks spring to indicate defects, using crayon.
3. Notifies supervisor when springs indicate specified types and quantity of defects that require rework.
4. Separates and stacks defective and acceptable springs.
5. Straightens defective springs, using hammer.

Functional Competencies

Data/Things Medium Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, BALANCE BRIDGE (715.687-058)

Examines assembled watch balance bridges to detect scratches and damaged screws and cap jewels, using loupe and tweezers.

JOB DUTIES:

1. Centers regulator using tweezers, and verifies that jewel is properly oiled, using loupe.
2. Segregates faulty balance bridges.
3. Sets aside defective parts.
4. Maintains clean working area.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, BALANCE TRUING (715.687-050)

Inspects watch balance wheels to verify that rim lies in single plane and that plane is perpendicular to staff axis, using truing caliper, tweezers and loupe.

JOB DUTIES:

1. Mounts balance wheel and staff between jaws of truing calipers, using tweezers, and adjusts index pointer above end of index and both arms is identical, using loupe.
2. Adjusts index pointer over rim of wheel and verifies that width of light slit between rim and index does not very as wheel is rotated.
3. Rejects wheels that are not true.
4. Maintains inspection tools in clean working order.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, BALANCE WHEEL MOTION (715.687-054)

Examines motion of watch balance wheel to verify that wheel swings around an arc of at least 180 degrees, using holding fixture, and loups.

JOB DUTIES:

1. Winds and positions watch in holding fixture.
2. Examines swing of wheel utilizing balance arm as point of reference, to verify that swing is at least 180 degrees of arc, using loupe.
3. Disassembles faulty balance wheel movements for repair.
4. Sets aside defective parts.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, BALL POINTS (733.687-046)

Inspects metal alloy pen points for defects.

JOB DUTIES:

1. Picks up ball point with tweezer and places it under microscopic lens to examine for holes or other flaws.
2. Measures approximately every 40th point with small micrometer to determine if specifications are met and remove rejects.
3. May test ballpoint pens and refills for conformity to specifications, using centrifuge, magnifying glass, and microscope.
4. Maintains test equipment in clean working order.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, BARREL (736.687-014)

Tests shotgun and rifle barrel forging for straightess prior to machining.

JOB DUTIES:

1. Positions stem of dial indicator against barrel.
2. Rotates barrel and notes defection of indicator needle.
3. Rejects barrels which deflect needle beyond specified limits.
4. Maintains dial indicator in working order.
5. Keeps clean work area and reports unusual conditions to supervisor.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, BULLET SLUGS (737.687-058)

Examines bullet slugs or cores for defects to ensure conformance to specifications.

JOB DUTIES:

1. Rolls slugs or cores by hand across bench, scoops slugs or cores onto moving belt for inspection as they pass.
2. May aline them on grooved inspection plate by pushing plate into pile of slugs or cores and shaking plate to remove excess.
3. Examines slugs or cores for defects, such as pits, burs, and fins.
4. Picks out defective slugs or cores with fingers or wax-tipped stick and drops them into scrapbox.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, CASING (715.687-062)

Inspects assembled watches, clocks, and appliance timers for conformance to company standards.

JOB DUTIES:

1. Scans assemblies to detect defects, such as surface blemishes, broken or scratched crystals, faulty plating, tightness of case, and presence of foreign matter.
2. Turns crown and set buttons on assemblies to determine ease of setting and winding.
3. Compares accuracy of watches and clocks with master clock to determine conformance to specified tolerances.
4. Marks type of defects found on assemblies, using pencil or crayon.
5. Places defective assemblies in containers for repair.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, EYEGLASS FRAMES (712.687-022)

Examines eyeglass frames and frame parts, such as temples, rims, nose pads, and bridge pieces, for defects in workmanship and conformance to dimensional specifications.

JOB DUTIES:

1. Feels and visually inspects frames to detect soldering irregularities, rough spots, and scratches.
2. Verifies measurements of frame parts, using ruler and gages.
3. Separates out defective frames.
4. Transports boxes of frames to and from workbench area.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, FINAL ASSEMBLY (733.687-050)

Inspects ballpoint pens or mechanical pencils for defects, such as scratched or cracked barrels and faulty mechanisms.

JOB DUTIES:

1. Compares color, style, and printed information on pen or pencil with written specifications.
2. Depresses plunger of ballpoint pens to test retracting action of cartridge (refill).
3. Discards defective items and returns repairable items for rework.
4. May write with ballpoint pens to test inking mechanism.
5. May remove substandard printing, using rag and solvent.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

INSPECTOR, FLEXIBLE SHAFTS (710.687-030)

ALSO INSPECTOR, JEWEL; SPEEDOMETER INSPECTOR

Inspects speedometers for conformance to specifications, using gages, steel rule, and microscope.

JOB DUTIES:

1. Examines mounted jewels (glass bearings), under microscope, for smoothness and accurage centering of holes.
2. Measures speedometer shafts for specified length and thread pitch, using rule and thread gage.
3. Verifies dimensions of assembled speedometer and specified speed registration on speedometer dial, using gages and speed-testing machine.
4. May be designated according to part inspected.
5. Maintains rules and gages in working order.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR (737.687-054)

Examines shell and bomb explosive assemblies, such as time fuses, nose fuses, delay-action detonators, and relays, to determine their conformity to specifications.

JOB DUTIES:

1. Inspects time fuses and nose fuses, observing packing of charge for firmness, tests action of plunger and restraining spring for freedom of movement, examines wiring for defective soldered connections, and examines shaping of metal.
2. Tests interrupter action in revolving chuck.
3. Gages boosters for body length and lockpin length.
4. Inspects detonators, relays, and primers, using magnifying glass to examine loading.
5. Observes wet primers for evenness of charge.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

INSPECTOR (727.687-062)

Inspects finished or in-process dry cell or storage batteries for defects, such as dents, scratches, short electrodes, or missing parts.

JOB DUTIES:

1. Examines batteries to detect defects.
2. Places defective batteries in box.
3. May test batteries, using voltmeters and ammeters.
4. May replace damaged parts.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strenth Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR-IN-PROCESS (716.687-022)

ALSO LENS EXAMINER; LENS ASSORTER; LENS INSPECTOR

Performs one or more of following tasks to inspect glass and plastic lens blanks for defects.

JOB DUTIES:

1. Removes paint and wax from blank with solvent and razor blade.
2. Rinses blank in water.
3. Examines surface and edges to detect defects, such as pits, scratches, and chips.
4. Inspects blanks with polariscope to detect annealing defects, such as bubble, striae, fire cracks or seal cracks.
5. Marks defective blanks for rework or salvage, using crayon or pencil.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

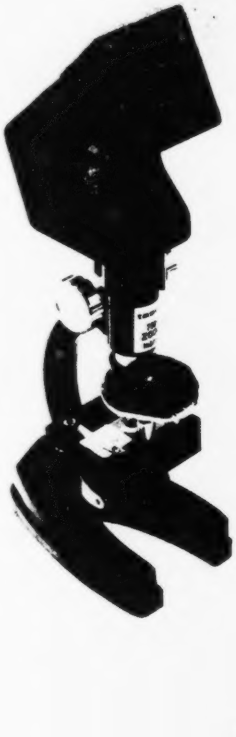
INSPECTOR, JEWELS (770.687-022)

ALSO JEWEL INSPECTOR

Examines watch jewels for defects, such as cracks, rough cuts and cups, misshapen holes, and chips, using microscope.

JOB DUTIES:

1. Places quantity of jewels on glass table, which is lighted from beneath.
2. Positions each jewel individually beneath microscope with tweezers.
3. Turns jewel to view all surfaces.
4. Segregates rejects according to type of defect.
5. Maintains microscope in working order.



Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, LIVE AMMUNITION (736.687-018)

Examines magazines and chambers of guns after final test firing to insure removal of live ammunition.

JOB DUTIES:

1. Records number and disposition of guns passing through department.
2. Places removed ammunition in safe container.
3. May clean magazine and oil gun.
4. Uses handtruck to transport guns to storage.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

INSPECTOR, OIL FILTERS (739.687-114)

Inspects automotive and aviation oil filters for completeness and tests them for leakage.

JOB DUTIES:

1. Inspects filters for completeness of parts and verifies measurements, using micrometer.
2. Attaches compressed airline to filter and submerges filter in water tank.
3. Looks for bubbles in water indicating leaks.
4. Marks defective area with chalk.
5. Records number and type of defect.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, PICTURE FRAMES (769.687-030)

Inspects wood picture frames for conformance to specifications.

JOB DUTIES:

1. Examines frames for defects, such as defective shading, splinters, and uneven corners.
2. Knocks uneven corners of frames together, using stick.
3. Removes sides of frame containing defects, and passes side to designated worker for reprocessing.
4. Records production.
5. Assists other workers in supply of materials.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, RUBBER-STAMP DIE (733.687-054)

Examines rubber handstamp dies (type) for defects.

JOB DUTIES:

1. Examines stamp dies under magnifying glass for defects in molded rubber, such as loose or incomplete letters or designs.
2. Compares stamp die to customer specifications to verify characters or designs.
3. Reports finding to supervisor.
4. Assists in other duties as assigned.
5. May make corrections of die.

Functional Competencies

Data/Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, SHELLS (737.687-066)

Inspects cartridge cases and bullet jackets for defects, such as burs, dents, discolorations and scratches, as they pass along conveyor or are held in frames.

JOB DUTIES:

1. Removes defective cases and jackets by hand.
2. May measure samples to verify specified dimensions, using fixed gages.
3. May inspect bullet jackets and cores at various stages of manufacture to ensure compliance with production specifications.
4. Maintains record of defective cases and jackets.
5. Reports unusual conditons to supervisor.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, SLIDE FASTENERS (734.687-062)

Inspects samples of slide-fasteners (zipper) chains and scoops (links) for defects and conformance to chart specifications for height, width, and spacing of scoops, using micrometers.

JOB DUTIES:

1. Measures dimensions of chain and spacing of scoops, using micrometers and ruler, and counts number of scoops per length of chain.
2. Examines chain and scoops for such defects as smashed, cracked, burred, or missing scoops, or for uneven spacing, using optical glasses or eye loupe.
3. Opens and closes zipper to determine case of sliding and smooth action of slider.
4. Tallies defects found according to type and prepares report.
5. May examine finish of lacquered chains.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

INSPECTOR, SOLDERING (715.687-070)

Inspects soldered dial feet to verify that solder has melted evenly and that feet are held securely.

JOB DUTIES:

1. Tests positioning of feet, using go-not-go gage.
2. May mix flux for use in soldering dial feet.
3. Maintains solder flux and iron in working order.
4. Assists other workers as needed.
5. Maintains clean work area.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, SURGICAL INSTRUMENTS (712.687-026)

Examines surgical instruments, such as needle holders, bandage scissors, forceps and scalpels for proper finish and workmanship.

JOB DUTIES:

1. Measures instruments, using ruler and micrometer.
2. Sets aside defective instruments.
3. May keep record of defects and type.
4. Maintains clean working area.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, TIMERS (715.687-074)

Examines applicance timers for surface defects and sets timers preparatory to testing.

JOB DUTIES:

1. Examines timers for defects, such as scratches dials, dents, and broken or missing parts.
2. Places defective timers in carton for repair.
3. Plugs test light into timer and turns dial of timer to specified setting.
4. Places timer on vertical rack for testing and connects timer cord to electrical outlet.
5. Flips switch of timer to verify that test light burns and that timer operates.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, TOYS (731.687-022)

Inspects subassembly or finished metal, plastic, and wooden toys for conformance to specifications.

JOB DUTIES:

1. Examines toys at end of assembly line for items, such as paint scratches or nicks, inclusion of accessories, operation of moving parts, and decal application.
2. Removes defective toys from line or performs repairs, such as touching up paint, tightening screws, or bending fastening tabs.
3. Cleans toys with damp sponge and transfers them to packing section.
4. Weighs specified quantities to fill orders for toys.
5. May test operation of toys, using testing equipment.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR (706.687-026)

Examines typewriter type under mounted magnifying glass for defects, such as burs, incomplete or off-center characters, or malformed back blades.

JOB DUTIES:

1. Discards defective type.
2. May push type along knifelike blade for ease in examining.
3. May keep record of type and number of defects.
4. Places accepted type in bins by letter.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, WIRE PRODUCTS (709.687-026)

Inspects wire products, such as brassiere frames, oven or refrigerator racks, and wire cloth for conformance with specifications.

JOB DUTIES:

1. Places product in fixture, or measures dimensions, using ruler to verify specified size and shape.
2. Examines product for defects, such as broken welds, chipped or unpainted surfaces, holes, or uneven weave.
3. Twists and bends product into alinement, using hands or pliers.
4. Cuts defective sections from wire cloth, using scissors.
5. Staples ends of wire cloth together, using stapling gun.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, WREATH (739.687-118)

Inspects holiday decorations made from twigs and boughs, such as wreaths and door charms, for completeness of parts and workmanship.

JOB DUTIES:

1. Examines pieces received from individual workers or on conveyor belt to ascertain that specified greens and decorative items have been combined in required proportions, that each assembly is full and symmetrical, and that binding wires are tight and secure.
2. Trims protruding twigs, boughs, and wire ends with pruning shears or nippers.
3. May record production rate.
4. Sets aside defective decorations for re-work.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

INSTRUMENT CHECKER (710.687-026)

ALSO SEQUENCE-CONTROL CHECKER; THERMOSTAT CHECKER; TIMER CHECKER

Inspects instruments, such as thermostats and sequence controls used on refrigerators, clothes dryers, and air conditioners for conformance to specifications.

JOB DUTIES:

1. Examines instrument for such defects as dents, scratches, loose solder joints, and loose terminals.
2. Attaches instrument to electronic test equipment and observes signal light to detect defective operation.
3. Stamps acceptable instrument and places them in boxes.
4. Reports usual conditions to supervisor.
5. May be designated according to instrument inspected.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INTERCELL-CONNECTOR PLACER (727.687-070)
ALSO LEAD-BURNER HELPER; POST-FORM REMOVER; RACK LOADER

Assists Lead Burner in preparing storage battery parts for fusing (lead burning).

JOB DUTIES:

1. Positions specified number of positive and negative plates in burning rack to ready equipment for fusing lugs to connecting straps.
2. Places intercell connectors on assembled batteries.
3. Places post builders (templates) over posts to aid Lead Burner.
4. Removes post builders from posts after burning, using tongs.
5. Places positive and negative post builders in separate containers.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS-LEAD/HEAT

JEWEL-DIAMETER GAGER (770.687-018)
JEWEL GAGER; JEWEL-HOLE GAGER

Measures inside and outside diameters of watch jewels and segregates jewels according to size.

JOB DUTIES:

1. Gages inside diameter of jewel hole by slipping jewel on graduated, tapered needle.
2. Places jewel in precision jaw gage and measures its outside diameter.
3. Segregates jewels according to size and rejects those jewels failing to meet tolerances as fine as 0.0001 inch.
4. May measure hole size of jewel bearings, using go-not-go gage.
5. May be designated according to measurements made.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

JEWEL SORTER (770.687-014)

Sorts diamonds according to size for use in watches and jewelry, using sieve, loupe, and precision measuring instruments.

JOB DUTIES:

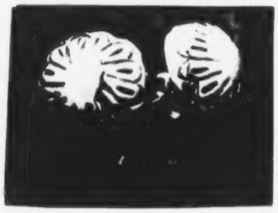
1. Reads work orders to determines sizes required to fit mountings.
2. Measures diamonds, using gage and loupe, or sorts diamonds, using sieve of specified diameter, to segregate sizes required.
3. Places diamonds of specified size in containers.
4. May size and sort jewels other than diamonds.
5. May use diamond scale.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-None
Minimal People Interaction High Perceptual Discrimination

JIGGER (705.687-010)

Places pieces of jewelry articles on pins of specially designed jigs to facilitate polishing operations.



JOB DUTIES:

1. Selects jigs to match article.
2. Sets up materials for polisher.
3. May keep production records by type and size.
4. Keeps clear clean work area free from snags.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LABEL CUTTER (789.687-150)
ALSO REMNANTS CUTTER

Cuts defective cloth along markings made by Inspector, Fabric, using hand shears.

JOB DUTIES:

1. When cutting labels from sheets to be sold as seconds is known as Label Cutter.
2. May sort remnants according to style and type.
3. Sets aside defective material.
4. Keeps hand shears sharp and in working order.
5. May transfer material using handtruck.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER (732.687-030)

Performs any combination of following tasks in manufacture of sports equipment.

JOB DUTIES:

1. Glues layers of feathers together and cuts layers to size to form feathered arrowrests for bows.
2. Holds feathers against brushing wheel or hot wire to brush or trim arrow feathers.
3. Rubs and smooths sports equipment to improve appearance or utility, using filler, solvent, wax, or abrasive, and rags.
4. Positions items of sports equipment in racks for painting.
5. Melts lead in pan and pours lead into mold to form such items as fish baits and lead sinkers.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, AMMUNITION ASSEMBLY (737.687-070)

Assembles component parts of tracer shells, signals, flares, and other pyrotechnics, performing any combination of following tasks.

JOB DUTIES:

1. Loads relays (devices for transferring ignition sequence to various charges in shell) with black powder pellets.
2. Tends press that pushes powder charge tightly into relay.
3. Assembles and loads mine fuses with red phosphorous and black powder.
4. Installs relays in shells and screws them in place.
5. Loads shells with tracer powder, stamps pellets with automatic press, and seals chamber with celluloid disk.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

LABORER, AMMUNITION ASSEMBLY (737.687-074)

Assembles and packs rounds of ammunition (projectile and cartridge), performing any combination of following tasks.

JOB DUTIES:

1. Greases threads on fuses and starts them into threaded fuse sockets.
2. Screws fuses into place, using screw press.
3. Places primers in cartridge cases and stamps them in place, using press.
4. Weighs and inserts propellants into cartridge cases.
5. Brushes band of adhesive compound around base of projectile to seal cartridge.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

LABORER, BOOT AND SHOE (788.687-066)

Performs any combination of following tasks in shoe factory.

JOB DUTIES:

1. Removes lasts from assembled shoes by hand.
2. Sorts lasts according to size and stores them in bins.
3. Gathers leather scraps for salvage.
4. Stacks and stores leather parts according to size and shape.
5. Transfers shoes in various stages of completion to workers for further processing.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, GENERAL (754.687-010)

Performs any combination of following duties in fabrication of plastics products.

JOB DUTIES:

1. Removes molds from ovens, and places them on table.
2. Removes foliage, flower, fruit, and other castings from molds.
3. Cleans molds and returns them to Caster.
4. Strips stapled, sealed, or cut plastic bodies from plastic panel.
5. Dips castings or products in solvent to cleanse them.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-ODOR/HEAT

LABORER, GOLD LEAF (700.687-038)
ALSO MOLD FILLER; SHODER FILLER

Places gold strips betwen sheets of plastic or skin to form packets (stacks) for beating by Goldbeater.

JOB DUTIES:

1. May be designated Shoder Filler when forming packet for second beating.
2. May be designated Mold Filler when forming packet for third beating.
3. Assists Goldbeater when needed.
4. Keeps supply of skins and packets.
5. Maintains clean work station.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LACE PINNER (782.687-026)
ALSO PINNER; TABLE DRAPER

Positions and pins trimming and other ornamentation onto garments or garment parts, preparatory to sewing, according to paper patterns or markings.

JOB DUTIES:

1. May be designated according to type of trimming or ornamentation.
2. Maintains supply of ornaments and pins.
3. Assists in preparation of garments by following paper pattern.
4. Places completed units on racks by type and size.
5. May transfer pinned garments with handtruck.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LACER (789.687-094)

Threads laces through eyelets and adjustment buckles of surgical supports to provide adjustments for fitting support to wearer.

JOB DUTIES:

1. Selects laces according to type of support.
2. Threads laces through eyelets of support and buckles eyelets in specified sequence.
3. Adjusts laces and places straps in buckles.
4. May tack ends of laces to reinforce them, using tacking machine.
5. May place support on frame to hold support in position.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

LACER (788.687-070)

Inserts permanent laces through two lower eyelets of shoes and ties them to prevent loss.

JOB DUTIES:

1. May attach descriptive tag to shoe.
2. Selects lace size and color to match shoe.
3. Stacks shoes in box.
4. May transfer cartons of shoes to shipping.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

LACER (774.687-014)

Attaches lace decorations to clay figurines prior to baking.

JOB DUTIES:

1. Cuts specified length of lace with scissors.
2. Dips it in clay.
3. Presses it lightly onto figure, arranging it with pointed stick.
4. Places figurine on rack for baking.
5. Keeps work area clean and clear.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LACING-STRING CUTTER (788.687-074)
ALSO STRING CUTTER

Cuts and removes temporary lacing strings that hold shoe uppers together during lasting operations, using knife.

JOB DUTIES:

1. Selects matched pairs of shoes.
2. Cuts lacing strings-removes waste.
3. Places matched shoe pair on assembly line or box for further processing.
4. Maintains cutting edge of knife.
5. Cleans up work area at end of day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LAMINATION INSPECTOR (729.687-018)

ALSO LAMINATION SPINNER; ROTOR-LAMINATION INSPECTOR; SPINNER, IRON

Spins core laminations on fixture shaft to aline slots and wedge grooves.

JOB DUTIES:

1. Slides stacks of laminations onto fixture shaft mounted on bench or floor.
2. Spins or rotates laminations manually until key center-hole slots and wedge grooves are alined.
3. Inserts fixed gage into peripheral slots to verify alinement and size of slots.
4. Examines circumference of laminations to detect burs and bent edges.
5. Slides or lifts laminations from fixture shaft.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medim Perceptual Discrimination

LAST CHALKER (788.687-078)

ALSO LAST DIPPER; LAST GREASER; LAST WAXER

Treats lasts (shoe molds) to prevent lining from sticking at box toe and counter when shoe is lasted.

JOB DUTIES:

1. Paints toe and heel of last with paste or chalky preparation.
2. Maintains paste at proper consistency.
3. Cleans brushes and work area each day.
4. Keeps matched pairs of shoes together.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LAST CLEANER (788.687-082)

Cleans wooden shoe lasts by pressing them against rotating abrasive wheel to remove dried cement.

JOB DUTIES:

1. Stacks cleaned lasts according to size on rack.
2. Maintains abrasive wheel in working condition.
3. Follows safety procedures while operating abrasive wheel.
4. Transports cleaned lasts to production area and return with new supply.
5. Cleans up work area each day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LAST PULLER (788.687-086)

Removes lasts from shoes by either of following methods.

JOB DUTIES:

1. Places shoe on pin jack and pulls sharply on heel seam, causing hinge of last to open and release shoe.
2. Places shoe on pin jack and depresses pedal to force shoe against vertically moving rubber belt that lifts heel section from last.
3. Removes shoe from last by hand.
4. Sets lasts on rack for cleaning.
5. Cleans work area of dried cement each day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LEADER ASSEMBLER (732.687-038)
ALSO LEADER TIER; SNELLER, HAND

Attaches snaps, swivels, and other accessories to precut lengths of plastic-or nylon-coated cable wire, and secures ends of cable with plastic or nylon sleeves and adhesives.

JOB DUTIES:

1. Forms loop in ends of precut lengths of stainless steel wire and wraps ends back around wire to secure them.
2. Ties loop knots in centers and ends of precut lengths of line to facilitate attachment of weights or hooks.
3. May coil completed leaders and attach them to display cards or insert them in plastic envelopes.
4. May test tensile strength of leader materials, using tensiometer.
5. Sets aside defective material.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LEAF STICKER (734.687-090)
ALSO STICKER

Glues paper-covered wire to artificial flowers to stiffen and strengthen them.

JOB DUTIES:

1. May emboss simulated veins on leaves.
2. Stacks flowers by color and type.
3. Selects out defective material.
4. Maintains supply of glue at proper consistency.
5. May repair deformed leaves.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LENS-BLOCK GAGER (716.687-030)

Examines blocked lens to determine whether lens blanks are positioned evenly on block, using template.

JOB DUTIES:

1. Positions template over blocked lens blank, holds assembly against light.
2. Examines assembly to detect presence of light between blank and template indicating uneven positioning of lens blank on block.
3. Sets aside defective lenses.
4. Records number of defective lenses.
5. Maintains equipment in working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LENS INSERTER (713.687-026)
ALSO ROLL-OVER LOADER

Fills lenses into plastic sunglass frames and places frames on conveyor belt that passes under heat lamps which soften frames preparatory to setting of lenses.

JOB DUTIES:

1. Selects pair of lenses (right and left side).
2. Selects matched frame.
3. Places lense into frame.
4. Sets aside defective materials.
5. May record production rate.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LENS MATCHER (713.687-030)

Examines and matches colored goggle lenses to obtain pairs and places matching lenses of same shade in box.

JOB DUTIES:

1. May inspect lenses for defects.
2. Sets aside defective lenses.
3. Transports boxes of paired lenses with handtruck.
4. May record production rate.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

LINER (784.687-046)

Inserts cloth linings in leather mittens.

JOB DUTIES:

1. Places lining on specified size metal form and pulls mitten over lining.
2. Folds wristlets back over lining preparatory to stitching to leather.
3. Removes lined mitten from form.
4. Sets aside defective material.
5. May record production rate.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LINING CEMENTER (794.687-022)

Cements lining to caps and hats, performing any combination of the following tasks.

JOB DUTIES:

1. Brushes cement onto base of crown or underside of sweatband, positions lining in crown of hat, and presses with fingers to smooth and join lining to crown.
2. Applies paste to linings of cap visors, using brush, and applied lacquered cloth covering to linings to complete visor assembly.
3. Pours glue onto glass plate, presses dowel pins of spotting jig onto plate, presses jig against cardboard, and positions lining tip on cardboard to affix lining to cardboard.
4. Applies paste to cardboard squares and manually presses silk hat lining to squares.
5. Maintains clean work area free from excess glue.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

LUMP INSPECTOR (790.687-018)
ALSO LUMP RECEIVER

Inspects lumps of tobacco for defects in wrapper leaf, such as holes and rough spots.

JOB DUTIES:

1. Repairs tears or holes in wrapper leaf, using glue and piece of wrapper leaf.
2. Sorts tobacco by grade.
3. May wrap leaves in sacks with water spray.
4. Reports unusual conditions to foreman.
5. May stack lumps on handtruck.

Functional Competencies

Things — Light Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Low Perceptual Discrimination

MAINSPRING FORMER, ARBOR END (715.687-078)

Forms arbor end and arbor spiral on watch mainsprings so arbor end will fit snugly around arbor hole, using hand forming tool.

JOB DUTIES:

1. Mounts mainspring and arbor blanks in forming tool, using tweezers.
2. Moves levers to form specified end and spiral.
3. Checks for proper movement.
4. Sets aside defective parts.
5. Keeps tools in proper order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

MAINSPRING FORMER, BRACE END (715.687-082)

Bends brace end of watch mainspring to match inside of mainspring barrel, using hand bending tool.

JOB DUTIES:

1. Places brace end against pin in center of tool, using tweezers.
2. Turns clamp to secure brace end in tool and manipulates tool handle to bend brace end to specified shape.
3. Checks for proper shape and attachment.
4. Sets aside defective mainsprings.
5. Keeps tools in proper order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

MANUAL-PLATE FILLER (737.687-082)

Positions parts for small, arms ammunition in specially holed plates or frames for inspection, assembly, or further processing.

JOB DUTIES:

1. Scoops parts onto plate or frame, spreads them over surface, and shakes frame manually to arrange parts in holes or indentations, open ends up.
2. Positions with fingers parts that are not seated during shaking.
3. Select out defective parts.
4. Replaces defects with good part.
5. Sets plate on form for next assembly process.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MARKER ASSEMBLER (733.687-010)
ALSO ASSEMBLER, MARKING DEVICES; FOUNTAIN-BRUSH ASSEMBLER;
FOUNTAIN-ROLLER ASSEMBLER; PEN ASSEMBLER

Performs any combination of following duties to assemble stencil marking and ink applying devices.

JOB DUTIES:

1. Selects parts according to specifications.
2. Alines parts following guides such as contours, edges, slots, or fastening devices.
3. Joins parts manually or using handtools, such as wrenches and power screwdrivers, or positions parts on holding device of machine bed under ram, and moves lever to lower ram, joining parts.
4. Performs other tasks, such as cleaning parts, using air gun.
5. Fits ink chambers, and positions marker in holder of air pressure device that tests marker for leaks in ink valve and changer.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MASKER (715.687-086)

Brushes lacquer in second track recess of timepiece dial to prevent removal of finish during polishing and brushes lacquer over trylons (numberical markings) of dial to prevent trylons from being plated during dial-plating operation.

JOB DUTIES:

1. Keeps lacquer at proper consistency.
2. Keeps brushes clean and usable.
3. Sets aside defective dials.
4. Places completed dial on tray to dry.
5. Transfers dials to next processing station.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaciton High Perceptual Discrimination

MATCHER, LEATHER PARTS (783.687-022)

Matches pieces of leather to be used in manufacture of leather products.

JOB DUTIES:

1. Examines leather for defects, such as cuts and blemishes.
2. Matches and sorts specified number of pieces of same color, texture, and size.
3. May count number of pieces inspected and matched.
4. Selects out unusual pieces.
5. Transfers leather with handtruck.

Functional Competencies

Things Light Phys Stength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

MATERIAL ASSEMBLER (784.687-050)
ALSO TRIM PREPARER; RIBBON CUTTER

Coats and assembles cap, hat or millinery parts and trimming material according to color, quantity, size, or style, to facilitate attachment to article.

JOB DUTIES:

1. Measures and cuts ribbon or other material, following specifications, using ruler and scissors.
2. Gathers and bundles parts and trimmings specified for each hat, such as flowers, feathers, ribbons, and sweatbands, using pins or twine.
3. May maintain records of materials issued to Hat Maker and of ribbon inventory.
4. May be designated according to material cut.
5. Keeps supply of ribbon and other trimming material.

Functional Competencies

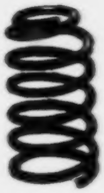
Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

MATTRESS-SPRING ENCASE4R (780.687-030)
ALSO SPRING ENCASER

Covers innerspring assemblies with cotton or sisal fabric to prevent upholstery material from shifting.

JOB DUTIES:

1. Spreads precut fabric on table, lays innerspring on fabric, and spreads fabric on top of spring.
2. Draws edges together and sews edges with needle and twine or staples edges together, using hand stapler.
3. Positions sisal on innerspring unit and staples perimeter, fusing pneumatic staple gun.
4. Loads and maintains operation of staple gun.
5. Cleans up work area each day.



Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

MATTRESS STRIPPER (780.687-026)

Strips and removes padding from used mattresses preparatory to reconditioning them.

JOB DUTIES:

1. Places mattress on table.
2. Cuts tufts or buttons and stitching, using knife or scissors.
3. Rips cover off to open mattress, and removes padding.
4. Places padding in large bins for removal.
5. Cleans up work area each day.

Functional Competencies

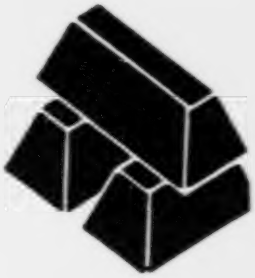
Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

MELTER (700.687-042)

Melts gold, or gold and silver alloys, using furnace, electric heating unit, or torch, and pours molten metal into ingot molds to prepare metal for use in making jewelry.

JOB DUTIES:

1. Places metal in clay crucible.
2. Places crucible in preheated oven or heats crucible with torch to melt metal.
3. Observes color changes in metals to insure that specified temperature is attained.
4. Pours molten metals into ingot mold.
5. Opens mold, lifts out ingot with tongs, and quenches ingot in water.



Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS****
****UNPLEASANT WORKING CONDITIONS-HEAT****

MERCURY-CRACKING TESTER (737.687-086)

Examines completed cartridge case for cracks.

JOB DUTIES:

1. Cleans cases by dipping them in solution of nitric acid and rinsing them in water.
2. Dips cases into mercurous nitrate acid.
3. Heats chemically treated cases over flame and examines for discolorations, indicative of cracks.
4. Discards defective cases.
5. Follows safety procedures working with acids and toxic chemicals.

Functional Competencies

Things
Medium Phys Strength
Intermit Manual Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
Medium Perceptual Discrimination

HAZARDOUS-ACID
TOXIC-MERCUROUS NITRATE ACID

METAL-FINISH INSPECTOR (703.687-014)

Inspects surfaces of sheet metal articles, such as refrigerator and freezer cabinets, or automobile bodies for burs, rings, scratches, laminated metal, or other surface defects prior to painting or porcelainizing.

JOB DUTIES:

1. Rubs gloved hand over surfaces and examines workpiece.
2. Marks defects for repair, using knowledge of acceptable metal finish standards and specifications.
3. Records recurring defects on inspection report and submits report to quality control department for action.
4. Records and submits daily inspection report.
5. Confers with qualtiy control for standards.

Functional Competencies

Things
Light Phys Strength
Intermit Manual Dexterity
Math Level-Third
Reading Level-Third
Intermittent People Interaction
High Perceptual Discrimination

METAL-FINISH INSPECTOR (7F03.687-018)

Examines interior and exterior of assembled lacquered, enameled, or varnished pieces of metal furniture for defects in finish or construction.

JOB DUTIES:

1. Rejects faulty pieces and returns pieces to proper departments for correction.
2. Applies manufacturer's label to accepted pieces.
3. May record production rate.
4. Records type and number of rejects.
5. Transfers materials to other departments.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

METAL SANDER AND FINISHER (705.687-018)

Removes surface defects, such as burs and pits from metal furniture parts, and polishes surface.

JOB DUTIES:

1. Positions parts in holding device and removes surface defects with hand-sanding machine, sandpaper, or file.
2. Polishes surface to smooth finish, using such materials as cleaning powder, pumice, or steel wool.
3. Wipes surface clean with cloth and stacks finished parts.
4. Maintains hand equipment in proper condition.
5. Discards used cloth and cleans work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

MICA SIZER (779.687-030)

Splits built-up mica washer rods into washers of specified thickness, using rod splitter.

JOB DUTIES:

1. Positions built-up mica washer rod on work surface.
2. Pulls lever to press rod against sharp edged cutting blade to cut off washers of specified thickness.
3. Separates out cut mica washers.
4. Discards broken washers.
5. Places mica washers into bins.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

MICA-WASHER GLUER (739.687-022)

Builds up (glues) mica washers for use as electrical insulators.

JOB DUTIES:

1. Dumps washers into tumbler equipped with series of upright spindles onto Which washers fall as tumbler spins.
2. Removes spindles filled with washers, dips spindles into binding solution, and places spindles coated with binding solution into drying oven.
3. May ignite coated washers with match to dry washers.
4. Removes spindles from dried washer.
5. Splits washers into specified thickness, using knife.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MILL LABORER (769.687-054)
ALSO WOODWORKING-SHOP HAND; WOODWORKING-SHOP LABORER

Performs any combination of following duties to facilitate cutting, finishing, storing, cleaning, and shipping wood products, and inspects products prior to shipment.

JOB DUTIES:

1. Stacks lumber or wood products on floor or in bins to supply machine operators or assemblers, or in kiln cars, yard, or shed for storage or seasoning.
2. Plaaces sticks between lumber to permit air circulation, and binds stacks together during seasoning.
3. Hammers shaped steel bands into timbers and railroad ties to prevent splitting during seasoning and inserts bolts or metal dowels through split timbers to hold parts together.
4. Dismanteles crates and removes nails and other metal from wooden parts to salvage material, using handtools.
5. Applies filler, putty, or other material, using brush, putty knife, and fingers to fill wood pores, holes, cracks, or other indentations.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

MIXER (789.687-098)

Mixes, by hand, various grades and quantities of cotton and wool waste, or waste thread, according to specifications, for use as wiping, rubbing, and polishing or packing materials.

JOB DUTIES:

1. Maintains proper consistency of mix.
2. Uses scale to measure cotton, wool or thread for mixing proportions.
3. Keeps scale in working order.
4. Follows directions for specific type of material.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

MOLD CARRIER (790.687-022)
ALSO MOLD PRESSER

Distributes scrap tobacco to Bunch Maker, Hand (tobacco) or Bunch Maker, Machine (tobacco) and presses bunches in molds, using handpress.

JOB DUTIES:

1. Pushes cases of tobacco to machine and scoops tobacco into machine hopper.
2. Carries press molds to worker and removes molds filled with bunches.
3. Positions filled molds in handpress and turns handle of press to compress bunches into uniform cigar shape.
4. Loads compressed bunches onto handtruck for Bunch Trimmer.
5. Maintains press in clean working order.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOLDED-GRID-AND-PARTS INSPECTOR (737.687-074)
ALSO MOLDED-PARTS INSPECTOR

Inspects molded storage battery parts, such as grids, straps, vent plugs, washers, and gaskets for conformance to specifications.

JOB DUTIES:

1. Examines parts for defects, such as cracks, airholes, or other surface defects.
2. Measures parts to determine dimensional accuracy, using gages, such as micrometers and vernier scales.
3. Rejects faulty parts and prepares inspection reports.
4. Sets aside defective parts.
5. Transfers batteries with handtruck.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

MOLDER (732.687-070)
ALSO SOFTBALL CORE MOLDER

Forms softball cores, using heated presses.

JOB DUTIES:

1. Weighs loose wad of kapoc, rags, or paper on scale and stuffs specified amount into heated press.
2. Turns wheel to close press and mold softball core.
3. Removes molded core from press after specified period and wraps with cord to hold core together until wound.
4. May shape and cure vinyl dipped softballs, using rolling machine and heated molding press.
5. Sets aside broken cores.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOLDER, INFLATED BALL (732.687-054)
ALSO PRESS OPERATOR, CARCASS

Shapes completed footballs, volleyballs, and soccer balls, or vulcanizes plied ball carcasses, such as basketball carcasses, using internal pressure molding presses.

JOB DUTIES:

1. Places ball or carcass in bottom half of piece.
2. Closes and locks mold.
3. Inflates workpiece to specified air pressure, removes inflating stem, and turns dial on time clock to control heating cycle.
4. Inserts deflating stem through hole in mold and into valve of ball or carcass after specified time and deflates workpiece to regulation playing pressure.
5. Opens press, pulls out stem, and removes ball or carcass.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOLD FILLER AND DRAINER (753.687-030)

Casts plastic footwear, performing any combination of following tasks, and working as member of crew.

JOB DUTIES:

1. Fills mold under spigot, or mold fills automatically as it moves on conveyor.
2. Empties mold into vat and places it top down on rotary conveyor rack to drain off excess.
3. Removes mold after one rotation and places on conveyor that carries it through oven to gel (set) and dry.
4. Repeats entire process to increase wearability by adding second thickness.
5. Holds mold under spigot and adds liquid, tipping mold back and forth to build up even thickness of sole.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

MOLD FILLER, PLASTIC DOLLS (731.687-026)

Fills molds with plastic compound to cast doll heads, arms, and legs.

JOB DUTIES:

1. Inspects molds and covers for cleanliness and cleans them as required with solvent and rags.
2. Ignites hand-operated gun and inserts nozzle into fill plug of mold.
3. Presses trigger of gun which automatically discharges premeasured amount of plastic compound into mold, using pneumatic wrench.
4. Places cover on mold and bolts it in place.
5. Pushes mold onto conveyor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

MOLD-INSERT CHANGER (753.687-034)

Changes metal inserts in molds for rubber soles according to size and pattern indicated on worksheet.

JOB DUTIES:

1. Selects designated insert.
2. Places insert into cavity of mold.
3. Taps insert with plastic hammer to wedge it securely into mold.
4. Taps insert through holes in bottom of mold to remove it, using punch and hammer.
5. Replaces inserts in designated bins.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOLD SHEET CLEANER (700.687-046)

Removes gold dust and chips that adhere to plastic sheets, during hammering process.

JOB DUTIES:

1. Inserts plastic sheets in opening of glass enclosure and under compressed airhose that blows gold dust and chips from sheets.
2. Stacks cleaned sheets on worktable for reuse.
3. Follows safety procedures when operating equipment.
4. Cleans up work area and saves gold dust chips for re-use.
5. May carry sheets to other locations for processing.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

MONOGRAM-AND-LETTER PASTER (789.687-102)
ALSO PASTER

Cements cardboard letters or monograms onto fabric articles, such as armbands, banners, and shirts to prepare article for embroidering.

JOB DUTIES:

1. Marks position of letter or monogram on article, according to specifications, using chalk and ruler.
2. Brushes cement onto letter or monogram and positions it on marked area of article.
3. Presses letter or monogram onto article.
4. Cleans off excess cement.
5. Folds article and stacks into piles.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

MOPHEAD TRIMMER-AND-WRAPPER (789.687-106)

Trims uneven strands of yarn from mopheads, using shears, wraps mopheads with paper or inserts mopheads into bags, and packs mopheads into carton.

JOB DUTIES:

1. May separate chain-sewen mopheads.
2. May glue labels or stamp identifying data on bundles.
3. May compress mopheads preparatory to wrapping, using handpress.
4. Sets aside defective material.
5. Cleans work area each day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOTOR POLARIZER (715.687-090)

Polarizes motors used in timers and clocks, using electromagnet.

JOB DUTIES:

1. Oils rotor pinion of motor, using oil-soaked cloth.
2. Inserts motor between poles of electromagnet and activates electromagnet to polarize motor.
3. Places polarized motor on conveyor for further processing.
4. Tallies each polarized motor, using counting device.
5. Records daily production.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

MOUNTER, CLOCK AND WATCH HANDS (715.687-094)

Mounts clock and watch hands on board preparatory to dipping in lacquer.

JOB DUTIES:

1. Presses eyelet end of hand onto adhesive material on board with pointed end extending specified distance over edge of board, using tweezers.
2. Examines mounted hands to insure that all hands on board are alined and parallel.
3. Sets mounted boards on wrack for dipping.
4. Transfers board to lacquer dipper.
5. Keeps clean working area.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

NAILER (739.687-126)

Fastens wooden bottoms in metal jackets used as protective covering for containers, such as gasoline and oilcans.

JOB DUTIES:

1. Fits jackets over cans and inserts circular wooden block into jackets, flush with edge of jackets and against bottoms of cans.
2. Drives nails through lower rim of jackets into wooden bottoms.
3. Places completed units in stacks.
4. Discards broken or bent material.
5. Transfers units with hand car.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

OPENER (784.687-054)

Slits rabbit pelts along abdomen and opens them out, using knife.

JOB DUTIES:

1. Cuts off ears, tail, and feet and places parts in bags to be processed as inferior fur.
2. Pulls opened skins, fur sides together, to facilitate processing of fur into felt hats.
3. Places skins on wrack.
4. Maintains knife in sharp work conditions.
5. Clean up work area at end of day.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS-CONTINUOUS USE OF KNIFE****

OPTICAL-GLASS INSPECTOR (716.687-034)

ALSO WET INSPECTOR, OPTICAL GLASS; GLASS CHECKER; GLASS CUTTER

Inspects optical glass mmersed in chemical bath, to detect striae (internal stress).

JOB DUTIES:

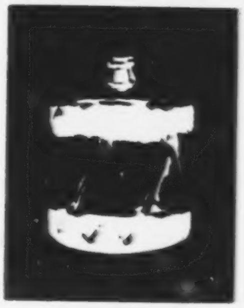
1. Selects premixed chemical solution or mixes liquid chemicals in tank according to refraction index and grade of glass.
2. Immerses glass in bath and focuses Burton lamp, collimating light, or striae scope on glass to detect internal stresses (striae).
3. Marks defective areas with pencil.
4. Writes inspection results and maintains permanent records for each melt.
5. Sorts and grades glass according to type of defect noted.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

ORNAMENT MAKER, HAND (739.687-130)

Cuts, folds, glues, and assembles holiday ornaments and wrappings, such as tinsel balls, artificial holly wreaths and trees, Christmas tree lights, and ribbon, using handtools, such as scissors, pliers, wirecutters, and staplers.



JOB DUTIES:

1. Maintains supply of material in bins for efficient assembly.
2. Follows a routine sequence of assembly.
3. Maintains tool in clean working order.
4. Sets completed ornaments in boxs by size and type.
5. Maintains clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PACKER-FUSER (737.687-094)

Assembles and packs pyrotechnic devices.

JOB DUTIES:

1. Packs designated number of sparklers of specified color in carton, discarding defective sparklers.
2. Perforates other pyrotechnic devices, such as firecrackers and displays cones, with awl or knife to permit insertion of wick.
3. Dips wick in glue and inserts wick in hole.
4. Wraps device in paper.
5. Packs device for storage or shipment.

Functional Competencies

Things　Light Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　High Perceptual Discrimination

****HAZARDOUS-FLAMMABLE****

PACKING INSPECTOR (753.687-018)
ALSO FINAL INSPECTOR; REINSPECTOR

Inspects articles of vulcanized rubber or cured slush cast plastic footwear, such as boots, gaiters, overshoes, or fabric-upper sportswear, for misplaced, misalined, or missing parts, overcuring, undercuring, discolorations, and mismating of size, width, color, or style preparatory to packing.

JOB DUTIES:

1. Determines acceptability of article, based on adherence to specifications and on acquired job knowledge of acceptable standards.
2. Measures thickness of uppers, using dial micrometer.
3. Marks defects with chalk.
4. Sets rejects aside for disposal by Classifier.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things　Light Phys Strength　Continuous Man Dexterity
Math Level-Third　Reading Level-Third
Minimal People Interaction　High Perceptual Discrimination

PACKING-LINE WORKER (753.687-038)

Performs any combination of the following tasks as member of conveyor line crew, to finish and pack plastic or rubber footwear.

JOB DUTIES:

1. Sorts and mates pairs and places them on conveyor.
2. Opens or closes buckles, snaps fasteners together, inserts laces in eyelets, and ties loops (frogs) around buttons.
3. Counts and tallies production or records on counter.
4. Wraps pair in tissue, places them in shoe box, and packs boxes in cartons.
5. Places rejects in boxes or racks for repair or mating.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

PADDING GLUER (780.687-034)

Fastens padded edging to sofa and chair frames prior to upholstering, using glue and clinching tool.

JOB DUTIES:

1. Cuts strips of foam rubber and burlap edging to fit seat edges and armrests of sprung-up chair and sofa frames, using knife.
2. Applies glue to seat edge, armrests and foam rubber strips, using spray gun, and presses surfaces together.
3. Alines and attaches burlap edging to edges of seats, using clinching tool.
4. Slides sprung-up frames to conveyor and loads frames onto conveyor.
5. Cleans spray gun with solvent and refills glue tank.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

PAD MAKER (739.687-154)
ALSO POLISHING-PAD MOUNTER

Applies pitch and mounts cloth pads on surface of metal laps used for polishing lens surfaces.

JOB DUTIES:

1. Heats metal laps over gas flame.
2. Rubs bar of pitch or pours molten pitch on heated lap surface.
3. Positions cloth pad on lap.
4. Places cup-shaped holder of same curve as lap over cloth pad and clamps assembly in bench press until pitch sets.
5. May apply pad or remove old pad, using knife.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PAINT AND TABLE EDGER (740.687-022)
ALSO PAINTER, PANEL EDGE

Applied paint to unfinished edges of plastic panels, using hand roller, prior to assembly of panels into tabletops.

JOB DUTIES:

1. Wipes excess paint from top of edges, using rag.
2. Stacks panels on pallet for transporting to assembly line.
3. Maintains paint mixed by color and consistency.
4. Clean up work area and paint roller.
5. Matches paint color to standard.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

PAINTER (735.687-018)

Brushes protective covering onto specified sections of jewlry articles to protect sections during electroplating, sandblasting, and polishing operations.

JOB DUTIES:

1. Brushes or dabs lacquer or molten wax onto jewelry to prevent damage to coated areas during electroplating or sandblasting.
2. Brushes shellac on sandblasted areas to protect areas during polishing.
3. May correct plating defects, using paint and brush.
4. Maintains lacquer, wax, paint at proper consistency.
5. Cleans up work area each day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PAINTER AND GRADER, CORK (732.687-062)

Paints tops of leather-covered corks used as base for badminton shuttlecocks, using handbrush.

JOB DUTIES:

1. Examines corks and grades them according to quality.
2. Maintains paint at proper consistency and color.
3. Sets aside rejects.
4. Clears up work area each day and cleans brushes.
5. Transfers boxes of corks to feather production area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PAINTER, CLOCK AND WATCH HANDS (715.687-098)

Brushes short narrow stripes of flourescent paint on watch and clock hands so that hands will be visible in dark, using artist's brush.

JOB DUTIES:

1. Maintains paint at proper consistency.
2. Set up clock hands on paint board for painting.
3. Sets aside boards to dry for reuse.
4. Clean up work area each day.
5. Cleans brushes with solvent.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

PAINTER, HELPER, SPRAY (741.687-014)

ALSO PAINT-SPRAYING-MACHINE-OPERATOR HELPER; SPRAYER HELPER

Assists Painter, Spray to spray-paint surfaces of materials or products, performing any combination of following tasks.

JOB DUTIES:

1. Loads and moves materials to work area, using handtruck or dolly.
2. Fills containers with prescribed quantities of paint and thinner.
3. Applies masking tape to articles.
4. Installs specified nozzles in spray guns.
5. Replaces screens and filters.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

PAINTER, SKI EDGE (749.687-022)

Applies stain to ski edgers, using felt-tip dauber.

JOB DUTIES:

1. Pours specified amounts of enamel and mineral spirits in bowl and stirs mixture with plastic stick to prepare stain.
1. Positions and clamps ski in vise to secure ski for daubing.
3. Scrapes and washes ski edge, using razor blade, putty knife, cotton coth, and solvent.
4. Slides off excess stain, using cotton pad.
5. Occasionally conceals blemishes, such as rough spots and pits, using filler, blade, knife, steel wool, and abrasive cloth.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

PAINT-ROLLER ASSEMBLER (739.687-134)

Performs any combination of following tasks to assemble paint rollers.

JOB DUTIES:

1. Places shaped metal rod in fixture of ram press machine and alines paint roller handle with end of rod and machine ram.
2. Depresses pedal activating ram that forces handle onto rod.
3. Assembles roller cage (body) to extended metal rod of handle and secures cage to rod with locknut or screw.
4. Places plastic end cap over locknut or screw to cover end of roller, using capping machine or by hand.
5. Examines roller for ease of movement and correct alinement and places roller in container.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PAPER-PATTERN FOLDER (794.687-034)

Folds pattern pieces for complete garment and inserts them into envelope for shipment.

JOB DUTIES:

1. Maintains supply of patterns and envelopes.
2. May keep production count.
3. Sets aside torn patterns or envelopes.
4. Performs other duties as assigned in production department.
5. Transfers completed units to shipping department.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PARTITION ASSEMBLER (762.687-054)

Hammers wood partitions into grooves of other partitions to form sections in bottle boxes.

JOB DUTIES:

1. Presses partition clips against top edges of partitions and into box ends to fasten partitions.
2. Uses staple gun to fasten wood sections along sides.
3. Fills gun with staples and maintains unclogged staple gun.
4. Stacks completed boxes.
5. Transfers boxes with lift or hand car.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PARTS REMOVER (715.687-102)

Removes watch parts from metal polishing blocks, utilizing one of following methods.

JOB DUTIES:

1. Heats block on hot plate to melt shellac, and pushes parts off block, using spatula.
2. May hold block upside down and blows parts off block, using compressed airhose.
3. Heats and places block upside down on bed of handpress.
4. Lowers ram to force parts out.
5. Places blocks in caustic solution to dissolve shellac and loosen parts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PLASTER, HAND OAR MACHINE (783.687-026)

Presses belt tops and linings together, using hands and machine filled with paste.

JOB DUTIES:

1. Loads hopper of machine and feeds belt top and lining through machine to apply coat of paste.
2. Alines belt top and lining by hand and runs parts through mangle to press them together.
3. May apply paste to belt top and lining, using brush or spray gun.
4. When top and lining are partially dry, alines and presses them together by hand.
5. Maintains clear and clean work area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PASTING OPERATOR (773.687-010)

Inspects mosaic tiles pasted on backing sheets for defects.

JOB DUTIES:

1. Inspects tiles pasted on sheets for defects, such as coloring shades and chipped or cracked tile.
2. Examines layout to determine that specified tile arrangement and color scheme have been carried out.
3. Examines backing to determine that specified backing was used, and tiles are firmly pasted onto backing.
4. Inspects that spacing and position of tiles is uniform.
5. Maintains department production records.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PATCHER (723.687-010)

Covers wired electrical appliance components, such as thermostats used in heating pads, with insulating fabric.

JOB DUTIES:

1. Tears piece of adhesive from dispenser roll, and places adhesive on workbench.
2. Positions thermostat on fabric and arranges lead wires to prevent strain on soldered connections.
3. Folds and seals fabric over thermostat, using fingers.
4. May touch lead wires to test terminals and observe signal light to verify wiring continuity.
5. Sets aside defective appliance.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PATTERN RULER (794.687-038)

Scores and folds crease lines on pleat patterns.

JOB DUTIES:

1. Positions straightedge along punched holes in pattern and scores pattern with scriber.
2. Folds pattern at crease lines to form pleats.
3. Sets folded dpleat on stacks.
4. Transfers stacks with hand car.
5. Rechecks work for accuracy.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PEARL HAND (735.687-034)

ALSO PRONGER; STONE GLUER; STONE SETTER; RHINESTONE SETTER

Sets ornamental stones, such as pearls, rhinestones, and colored glass in metal or plastic jewelry articles by one of following methods.

JOB DUTIES:

1. Brushes paste or applies cement across settings or depressions in article or deposits glue in settings with pick.
2. Places stone in each setting, using tweezers or other pickup tool.
3. Bores hole in setting, using hand drill.
4. Inserts rivet in hole and hammers rivet ends flat.
5. May paint decorations on article.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PEGGER 788.687-102)

Hammers wooden pegs into heel and arch of boots to strengthen shank and keep boot waterproof.

JOB DUTIES:

1. Places boot on pin jack and shapes edge of sole, using hammer.
2. Marks row for pegs around heel and arch, using marking tool.
3. Punches holes for pegs, using awl and hammer.
4. Selects length of peg according to thickness of boot, places peg in hole, and hammers peg into boot.
5. Repeats operation for each side of shank.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PENCIL INSPECTOR (733.687-062)
ALSO PENCIL SORTER

Examines wooden pencil slats, wood-cased ball point pens, or painted wooden pencils for defects, such as dents, misplaced lead, scratches, or split ends.

JOB DUTIES:

1. Trims slivers from around ferrules of wooden pencils, using knife.
2. Sorts and marks defective pencils.
3. Maintain production records and qualtity control.
4. Transfers sample back to production line.
5. Reports unusual conditions to supervisor.

[redacted]

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

PIPE-SMOKER-MACHINE OPERATOR (739.687-150)

Tends machine that breaks in (chars) new pipe bowls.

JOB DUTIES:

1. Inserts pipes into suction tubes on machine, fills bowls with tobacco, and lights tobacco, using torch.
2. Turns valve on and off to pull air through pipes in simulated series of puffs.
3. Removes pipes from machine, empties ashes, and wipes bowl with cloth.
4. Inspects interior of charred bowls to verify conformance to company standards.
5. Places processed pipes in box.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PIPE STEAMER (789.687-166)
ALSO STEAM STEAMER

Slips knitted woolen garments over aluminum steam pipes adjusted to size of garment being steamed.

JOB DUTIES:

1. Releases steam which smooths and flattens seams.
2. Removes garment from pipes.
3. Folds into piles for further processing.
4. Follows safety standards in operating steamer.
5. May transfer garments using handtruck.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PLANISHER (700.687-054)

Flattens previously initialed heads of signet rings to remove dents, using press.

JOB DUTIES:

1. Positions plunger and arbor holder in press.
2. Slips ring on arbor and inserts arbor in arbor holder.
3. Pushes lever that forces plunger down on head of ring to flattten it and removes dents.
4. Releases lever and removes ring from press.
5. Sorts rings by size and condition.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PLASTERER (749.687-026)
ALSO SPOT PLASTERER

Fills in nicks, welding and die marks, and imperfections in metal furniture with plaster (special quick-drying metal filler)

JOB DUTIES:

1. After priming coat is dry, fills in imperfections preparatory to application of finishing, using putty knife to smooth filled spots.
2. May smooth metal surfaces with sandpaper.
3. Maintains metal filler at proper consistency.
4. Reports unusual condtions to supervisor.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

PLUG SORTER (769.687-034)

Picks out split, broken or knotty cedar plugs, used to fill holes resulting from removal of spikes in railroad ties or telephone poles, as they pass on conveyor.

JOB DUTIES:

1. Sorts cedar plugs by size and quality.
2. Sets aside split, broken or knotty plugs.
3. Transfers filled boxes of plugs using handtruck or lift.
4. May keep production record.
5. Keeps work area clear of debris.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PLUG WIRER (726.687-014)

Attaches insulated wire to terminals of electric plugs, using handpress.

JOB DUTIES:

1. Positions wire in slot of plug shell.
2. Places brass terminal prongs in clamp of press.
3. Moves lever that causes press to force exposed ends of wire into contact with prongs and secures contacts firmly in plug.
4. Sets completed unit in bin.
5. Sets aside broken or defective material.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

POWDERER (784.687-058)

Rubs or sprays powder of specified color onto unfinished felt hat bodies, using powder-filled cloth bag or compressed-air gun, to stiffen, finish, or prepare bodies for further processing.

JOB DUTIES:

1. Keeps supply of powders.
2. Maintains operation of clean air-gun.
3. Sorts completed hats according to type and finish.
4. Reports unusual conditions to supervisor.
5. Maintains clean working area.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

PRIMER ASSEMBLER (737.687-098)

Loads and assembles component parts of wet and dry bomb and shell primers, performing any combination of following tasks.

JOB DUTIES:

1. Loads primer cups with explosives, using power presses to seat explosive.
2. Loads other washers and rolls assembly on cloth soaked with gluelike explosive compound.
3. Inserts primer in holder and presses it in place so that compound sticks.
4. Crimps primer in place with press.
5. Keeps work area clear and follows safety standards.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

****HAZARDOUS-EXPLOSIVE****

PRIMER INSPECTOR (737.687-106)

Examines cartridge primers for defects, such as lack of powder or improperly inserted anvil.

JOB DUTIES:

1. Removes faulty primers with tweezers or wax-tipped stick.
2. May fill specially holed boards with primers, using shaker machine.
3. May pour primers into boxes for transfer to subsequent operations.
4. May use magnifying glass to examine primers.
5. May keep quality control records.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

PRINT INSPECTOR (774.687-018)

ALSO DECORATOR INSPECTOR

Inspects printed decoration on pottery and porcelain ware.

JOB DUTIES:

1. Compares printed decoration and quality of workmanship and of ware with sample and discards misprinted ware.
2. Returns salvageable pieces for rework.
3. Rubs ware with abrasive stone or wet sponge to remove paint spots.
4. May keep production records.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

PROOF-COIN COLLECTOR (709.687-030)

Inspects proof (struck from new dies, coins producted by U.S. Mint for imperfections, such as burs, scratches, and flattened edges.

JOB DUTIES:

1. Packs satisfactory units for mailing to coin collectors in specially designed protective envelopes.
2. May inspect medals, lapel buttons, ribbons, and similar items attached to cons for decorative or display purposes.
3. Sets aside imperfect coins.
4. May keep record of coins imperfect.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

PROPELLANT-CHARGE-ZONE-ASSEMBLER (737.687-110)

Assembles and ties together charge bags loaded with explosives.

JOB DUTIES:

1. Lifts typing straps over top of assembly.
2. Slips circumference gage over completed charge zone to determine that size of charge is within prescribed limits.
3. Follows safety standards.
4. Maintains gage in working order.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discimination

****HAZARDOUS-EXPLOSIVES****

PULLER-THROUGH (782.687-030)

Pulls lose ends of stitching threads from outside through to inside of gloves and mittens with hook, knots threads, and cuts off loose ends with scissors.

JOB DUTIES:

1. Uses hook to pull loose ends of threads from inside of glove.
2. Ties turn knot on thread.
3. Uses scissors to cut end.
4. Places aside defective gloves.
5. Stacks gloves by pairs.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

PULL-OUT OPERATOR (739.687-162)

Pulls out sheets of dried felt-base floor covering from racks in drying oven.

JOB DUTIES:

1. Removes one sheet and splices end to next sheet, continuing drawing-out operation until all sheets have been removed.
2. Sets aside broken sheets.
3. Stacks sheets for next process.
4. Reports unusual conditions to supervisor.
5. Wears protective clothing and gloves.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-HEAT

PUNCHBOARD ASSEMBLER (794.687-042)

ALSO PUNCHBOARD INSERTER

Inserts numbered pieces of creased paper into holes of cardboard punchboards, and tokens or coins in holes at top of boards and covers tokens or coins with transparent material.

JOB DUTIES:

1. Staples wooden punch to base of card.
2. Combines perforated cardboard sheets to make punchboards by inserting sheets, to which glue has been applied, over pins of metal plate to aline them and pressing sheets together, using piece of metal.
3. Maintains glue at proper consistency.
4. Stacks sheets on lift for transport.
5. Sets aside defective material.

Functional Competencies

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Things          Medium Phys Strength     Intermit Manual Dexterity
          Math Level-Third             Reading Level-None
Minimal People Interaction          Low Perceptual Discrimination
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PUTTY MIXER AND APPLIER (769.687-038)

Mixes oil, drier, and water with whiting (powdered chalk) to make putty.

JOB DUTIES:

1. Fills holes in wood with puty, using putty knife.
2. Maintains putty at proper consistency.
3. Positions wood parts on workbench.
4. Stacks wood parts by type and size.
5. Cleans tool and work area each day.

Functional Competencies

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-----------------------------------------------------------------
Things        Medium Phys Strength         Continuous Man Dexterity
          Math Level-Third           Reading Level-None
Minimal People Interaction       Medium Perceptual Discrimination
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PUZZLE ASSEMBLER (731.687-030)

Fits together pieces of jigsaw puzzles to form completed unit.

JOB DUTIES:

1. Removes puzzle forms and paint trays from conveyor and stacks them according to color code.
2. Removes puzzle parts from trays and fits part into form.
3. Places assembled puzzle on conveyor.
4. May record production units.
5. Sets aside broken parts.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

QUALITY-CONTROL INSPECTOR (725.687-026)

Examines machine-made bulbs for defects.

JOB DUTIES:

1. Selects sample carton from each lamp-making unit, tests lamps (bulbs) for lighting, and visually examines bulbs for other defects.
2. Records number of defects and informs department supervisor when percentage of defective lamps exceeds allowable limits, requiring inspection of entire unit output.
3. May open tips of sample bulbs with knife, immerse bulbs in water, measure amounts of water remaining in bulbs.
4. Compare amounts with standard chart to determine whether sufficient gas is injected by machine.
5. Maintains clean working area.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

QUILL-BUNCHER-AND-SORTER (734.687-066)

Separates quills into specified groupings, such as skirts (short), wing, pointer, tail, and white quills, preparatory to processing into feather dusters.

JOB DUTIES:

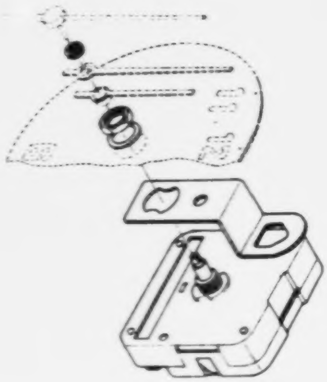
1. Bunches specified number of each kind of quill and secures them with clamps.
2. Discards broken quills.
3. Places bunched quills in bins by type and size.
4. May keep production records.
5. Maintains supply of clamps in working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

RACKER (715.687-106)

Places electric clocks or electric motors used in clocks and timers on rack.



JOB DUTIES:

1. Connects lead wires to current outlets preparatory to testing.
2. Records quantity racked identification number, rack number, and date.
3. Transforms rack to testing area.
4. Assists tester.
5. Disassembles units after testing.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination

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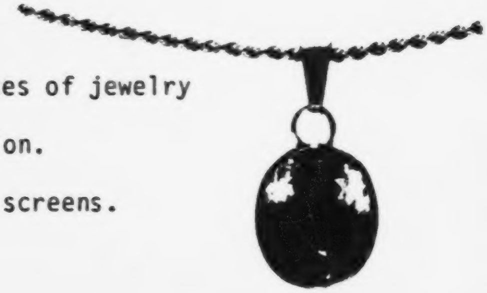
RACKER (735.687-026)

Arranges piece of jewelry in rows on wire screeens, or fastens pieces to racks with clamps or fabricated hooks, preparatory to plating, degreasing, and enameling.



JOB DUTIES:

1. May brush particles of foreign matter from pieces of jewelry preparatory to painting.
2. May place painted jewelry in trays for inspection.
3. Assists plater as needed.
4. Maintains supply of racks, clamps, hooks, wire screens.
5. Keeps clean work area and racks.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

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RACKER (789.687-138)
ALSO RUG SCRATCHER

Combs rugs to pull out short yarns, uncut loops, and pull up yarn ends, using scratching tool.

JOB DUTIES:

1. Pushes tool back and forth across surface of rug and clips uncut loops and long yarn ends, using scissors.
2. Lifts rug off rack and stacks by type.
3. May keep record of rugs completed.
4. Keeps tools in working order.
5. Keeps area lint-free.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

RAVELER (782.687-034)

Unravels rows of excess fabric along looped seams of knitted garments.

JOB DUTIES:

1. Cuts several stitches with scissors and pulls out yarn by hand.
2. Stacks garments by type and size.
3. May affix a label and sets aside defective garments.
4. Maintains tools (scissors) in good working condition.
5. Keeps area lint free.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

RECORD-CHANGER ASSEMBLER (720.687-010)

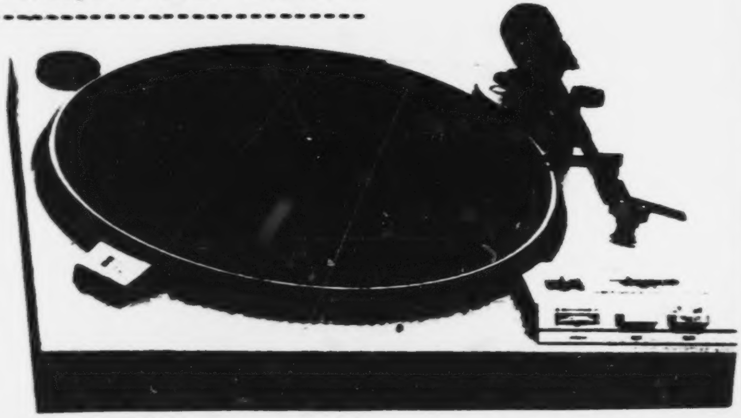
Performs one or more repetitive operations to assemble record hangers.

JOB DUTIES:

1. Positions plates in jig.
2. Screws and bolts parts together, using screwdrivers.
3. Solders pickup and motor leads, using soldering iron.
4. Inserts springs and other small parts, using wrenches.
5. Keeps tools in working condition/cleans soldering iron.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination



REDYE HAND (789.687-142)

Sorts and bags hose, panty hose, and tights that are to be redyed, according to style, size, and length.

JOB DUTIES:

1. Examines article to locate markings knitted in foot and welt that designate style and size.
2. Measures overall length of article with scale to determine length classification.
3. Records on production sheet quantity, type, size, and style of articles processed and prepares ticket for bag, indicating style number, quantity and size.
4. Bags hose of identical style, size and length.
5. Attaches ticket to bag and stores bags in bins.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

REJECT OPENER (790.687-026)
ALSO REJECT OPENER AND FILLER

Opens rejected cigars to reclaim tobacco.

JOB DUTIES:

1. Opens wrapper and examines bunch to determine whether bunch can be rewrapped.
2. Places bunches that can be rewrapped in box.
3. Opens defective bunches and places filler and binder tobacco in separate boxes for reuse.
4. Sets aside defective bunches.
5. Transports box back to production area.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

RIBBON CUTTER (781.687-050)

Cuts woven narrow fabrics, such as labels, ribbon, or webbing from loom, using scissors.

JOB DUTIES:

1. May thread fabric through portable measuring device as it is wound onto roll.
2. May transport boxes of fabric to storage.
3. Keeps tools (scissors) in good working condition.
4. Monitors roll operation for snaggs.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

RIVETER, HAND (789.687-154)

Secures rivets in prepunched holes of garment parts, such as overall pockets, to reinforce them.

JOB DUTIES:

1. Pushes soft metal rivet through hole in material and rests base of rivet on anvil.
2. Slides rivet bur over upper end of rivet, holds rivet set over upper end of rivet, and strikes top of rivet set with hammer to secure rivet.
3. Maintains supply of rivets.
4. Sets aside defective garment parts.
5. Checks workmanship for seating of rivet.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ROCK BREAKER (770.687-034)

Breaks rocks into small pieces for use in fabricating novelties, such as mineral specimen cards, ash trays, book ends, and paperweights, using hammer.

JOB DUTIES:

1. Boxes rocks by type.
2. May record number and type of boxes.
3. Stacks boxes for shipping.
4. Uses hand truck to transfer rocks to workbench.
5. Follows safety standars (wears goggles.)

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

ROLLER (735.687-042)

Forms wire of specified shape and diameter, preparatory to further processing for making jewelry articles.

JOB DUTIES:

1. Draws bar of metal through successively smaller holes in hardened steel plate.
2. May feed bar of metal into mill and turn crank to actuate rollers that compress metal in groove to produce round or square wire.
3. Follows safety standards while operating equipment.
4. Sets aside broken wire.
5. Sorts completed wire by shape and size.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ROLLER-BEARING ASSEMBLER (706.687-034)
ALSO ROLLER-BEARING INSPECTOR

Sorts rollers for roller bearings into groups according to diameter or length.

JOB DUTIES:

1. Sets gager slots of machine that automatically ejects off-size rollers, using micrometers and gages.
2. Feeds rollers into machine hopper.
3. Examines rollers for defects, such as marks, scratches, or other blemishes.
4. Measures bearing retainer for conformance to specification, using height gage.
5. Fits bearings into retainer rings and packs roller bearings in boxes for shipment.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-Third
Reading Level-None
Minimal People Interaction
High Perceptual Discrimination

ROTOR ASSEMBLER (715.687-114)

Assembles rotors used in electric timer motors, using glue dispenser and die.

JOB DUTIES:

1. Places rotor disk in die attached to conveyor.
2. Positions rotor shaft, with hub attached, through hole of rotor disk.
3. Presses tip of pencil-shaped glue dispenser against hub of rotor shaft and rotor disk to join parts.
4. Places plastic pinion in die, lifts glued assembly from die, and presses rotor shaft through hole in pinion to complete rotor assembly.
5. Places completed assemblies in tray for further processing.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Lvel-None
Minimal People Interaction
High Perceptual Discrimination

RUG INSPECTOR HELPER (789.687-158)

Lifts and carries rugs to inspection rack.

JOB DUTIES:

1. Pulls rug onto rack.
2. Tags flaws on repairable rugs and returns rugs to mending department.
3. Staples labels to corner of rugs requiring no further processing.
4. Clips or sews in loose ends, using scissors or needle.
5. Pushes loaded racks to packaging department or to coating department.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SALVAGER (729.687-030)

Dismantles and cleans electric equipment, such as insulators, flues, wires, wireclamps, and conduit fittings to salvage serviceable materials.

JOB DUTIES:

1. Removes rust and deposits of hardened material, using scrapers, wire brushes and abrasive paper.
2. Dips parts in solvents to remove foreign matter.
3. Paints components exposed to weather.
4. Unloads materials from trucks and conveys materials about shop and warehouse, using handtruck.
5. May drive forklift truck.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SALVAGER (713.687-038)

Examines and dismantles sunglasses to salvage components, such as lenses, slips, and frames, using handtools.

JOB DUTIES:

1. Examines sunglasses to determine salvageable components.
2. Punches out rivets, using hammer and punch.
3. Removes ornamental jewels, hinges, clips, and other parts and places parts in storage boxes.
4. Cuts, screws, springs, and otherwise loosens frames to remove lenses.
5. Stacks lenses by color, grind, shape, and shading.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SALVAGER HELPER (709.687-034)

Assists Salvager in repairing defective valves and pipefittings removed from refinery pipelines.

JOB DUTIES:

1. Dismantles valves, using wrenches.
2. Rethreads pipefittings, using pipe threader.
3. Sorts fittings according to type and size and places them in bins.
4. May inspect medals, lapel buttons, ribbons, and similar items attached to coins for decorative or display purposes.
5. Follows safety standards.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SALVAGER (737.687-114)

Inspects machine gun ammunition links for machining defects.

JOB DUTIES:

1. Visually inspects links for dents, burs, and other obvious defects.
2. Checks links with fixed gages and dial indicator gages for accuracy of dimensions.
3. Places acceptable links in container and defective links in another for salvage.
4. May record number of defective links.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

SALVAGER (737.687-118)

Inspects, tests, and reclaims discarded parts of explosive shells, such as fuses, boosters, and detonators in manufacturing plant, using micrometers, measuring instruments and knowledge of blue prints to determine salvage value of materials.

JOB DUTIES:

1. Uses measuring instruments to check material for regulated tolerance standards.
2. Sets aside salvagable parts by type.
3. Maintains instrument in good working condition.
4. Keeps record of reclaimed or discarded parts.
5. Reports progress to production and quality control departments.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Sixth   Reading Level-Sixth
Intermittent People Interaction   High Perceptual Discrimination

SAMPLE FINISHER (789.687-162)

Bevels edges of sample rug swatches and glues edges to prevent raveling.

JOB DUTIES:

1. Holds edge of rug swatch against stop guide on feed bed of beveler, and moves swatch against slanted, revolving blade to prepare edge of swatch for gluing.
2. Positions slit in top of glue bottle onto beveled edge of swatch and slides bottle around edge to prevent raveling.
3. Cleans off excessive glue with rag.
4. Maintains glue level in bottle.
5. Keeps area lint-free and follows safety standards with revolving blade.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SHOE CLEANER (788.687-122)
ALSO TREER

Removes foreign matter, such as grease and cement from finished shoes, using art gum, knife, and cleaning fluids.

JOB DUTIES:

1. Applies dressing to cleaned area to restore color and finish, using brush or spray gun and dressing or colored paint.
2. May wrap shoe ornaments with paper for protection during packing and shipping.
3. May spray disinfectant on inside of shoes to sanitize them.
4. Maintains supply of paints of color and proper consistency.
5. Keeps spray gun clean and in operating order.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

SCRAP SORTER (788.687-106)

Sorts and bags scrap leather to salvage usable pieces for further processing.

JOB DUTIES:

1. Gathers scrape leather from cutting operation.
2. Sorts trimmed material according to kind and use.
3. Places sorted scrap in bags.
4. Transports bags to processing area with handtruck.
5. Cleans-up work area.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SCREEN ROLLER (762.687-058)
ALSO SCREEN TACKER

Installs screening in door or window screen frames.

JOB DUTIES:

1. Positions roll of screening material on rack and places door or window frame on worktable.
2. PUlls screening material over frame opening, using roller cutter.
3. Forces edge of screen into frame groove, using roller or chisel-like setting tool
4. Nails molding strip over frame groove or rolls braiding cord or spline into groove to secure edge of screen.
5. Keeps tools in working order.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SCREW-EYE ASSEMBLER (737.687-122)

Screws metal eyes into threaded holes inside bottom of artillery cartridge cases to form anchor, to which ammunition bags are tied and held within case.

JOB DUTIES:

1. Selects size of metal eye from bin (may be color coded).
2. Selects matching cartridge case.
3. Screws metal eye into threaded holes carefully to not strip thread.
4. Sets completed unit in assembly racks.
5. Reports unusual conditions (stripped threads) to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SECONDS HANDLER (782.687-050)

Sorts repaired knitted garments according to size, style, and color.

JOB DUTIES:

1. Folds garments and places them in stockroom.
2. Cleans up work area.
3. Uses handtruck to transport garments.
4. Assists i handling of garments as assigned.
5. May remo garments from stockroom to shipping area.

Functional Competencies

Things Light Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SELECTOR (739.687-166)
ALSO STUMMEL SELECTOR

Classifies smoking pipe stummels according to quality of briar and length of shank.

JOB DUTIES:

1. Examines stummels for defects, such as cracks, splits, and decayed wood.
2. Measures length of shank, using gage.
3. Classifies stummels according to specifications for each grade and places them in designated boxes.
4. Dips high grade stummels in alcohol to bring out grain of briar and sorts them according to distinctiveness of grain.
5. Discards imperfect briars.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

SEQUINS STRINGER (754.687-054)

Strings plastic sequins on thread for use as decoration on wearing apparel.

JOB DUTIES:

1. Doubles length of thread and hooks it onto cut near end of needle loaded with sequins.
2. Slides sequins from needle onto doubled thread.
3. Cuts off excess thread.
4. Pulls one strand of thread from sequins and ties ends to form loop.
5. Ties specified number of loops in bunch.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

SET-KEY DRIVER (715.687-118)

Attaches time and alarm setting keys to assembled alarm clock movement, using press.

JOB DUTIES:

1. Places keys onto holding fixture of press and positions clock movement over keys so that ends of staff protrude through keyholes.
2. Starts press that forces staffs into keys.
3. Follows safety procedures in operation of press.
4. Sets completed units onto conveyor.
5. Sets aside defective material.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

SHADOW-SCALE OPERATOR (737.687-126)

Weighs powder charges on scale, which uses shadow of a needle as indicator.

JOB DUTIES:

1. Receives container, holding powder charge and weighs container.
2. Adds or removes quantities of powder to secure exact quantity of charge.
3. Keeps scale clean, and balanced at zero point.
4. Sets containers back in transport cases.
5. Sets aside defective container.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

SHANKER (788.687-118)
ALSO SHANK-PIECE TACKER; SHANK TACKER

Positions and affixes metal shank piece to shank of shoes to support arch, using hammer and tacks or stapler.

JOB DUTIES:

1. Selects shoe shank and shoe arch.
2. Staples together in designated area.
3. Keeps stapler filled with staples and in working order.
4. Checks each unit for proper number and position of staples.
5. Sets aside defective work.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHANK INSPECTOR (788.687-110)
ALSO SHANK PICKER; SHANK SORTER

Examines steel arch shanks for imperfections, such as burs or excess metal, and packs them in container.

JOB DUTIES:

1. Takes steel shank from drum.
2. Inspects edges for burs.
3. Discards defective shanks.
4. May keep record of production.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHANK PAPERER (788.687-114)

ALSO SHANK TAPER

Presses strips of gummed paper tape on shoe upper to protect it during sanding of outsole.

JOB DUTIES:

1. Maintains supply of paper tape.
2. Selects pair of shoes to be taped.
3. Firmly presses tape on shoe tops, setting edges.
4. Replaces pair of shoes on racks.
5. Sets aside defective shoes.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SHEET TURNER (762.687-062)

Stacks veneer sheets on table to supply Veneer-Stock Layer engaged in assembling plywood panels.

JOB DUTIES:

1. Removes back sheets, face sheets, and core stock from pallets and places sheets in separate stacks on table supplying Veneer-Stock Layer.
2. Turns exterior side of back sheet down and places back sheet on top of sheet to insure that exterior of sheets toward outside of finished panels.
3. Slides back and face sheets toward Veneer-Stock Layer to facilitate handling of sheets by Veneer-Stock Layer.
4. Sets aside defective sheets.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SHELLACKER (737.687-130)

Brushes shellac over foil that will be stamped into small disks and used to seal powder in cartridge primer cups.

JOB DUTIES:

1. Prepares solution by dissolving shellac in solvent and staining mixture.
2. Hangs coated strips on rack to dry.
3. May cut foil into strips.
4. Keeps work area and brushes clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SHELL GRADER (734.687-070)
ALSO SHELL SORTER

Grades pearl shells used in making pearl button.

JOB DUTIES:

1. Examines shells and grades them according to size, thickness, curvature, color, and imperfections.
2. Sorts shells into grading bins.
3. Places graded shells in containers of water to soften them for cutting operations.
4. May transport cases of shells from storage, using handtruck.
5. Sets aside unusable shells.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SHOE COVERER (788.687-126)

Places canvas, paper, or plastic covers over partially assembled shoe to protect uppers during processing.

JOB DUTIES:

1. Inserts toe of shoe into end of cover.
2. Pulls cover over heel.
3. Secures cover with rubberband.
4. May tack edges of cover to insole.
5. Keeps tools and rigs in working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHOE IRONER (788.687-158)
ALSO VAMP-STRAP IRONER

Creases turn-stitched seams of lined vamp strap.

JOB DUTIES:

1. Pushes steel insert into open end of strap to hold seams flat.
2. Moistens strap with sponge and places strap on ironing bed.
3. Depresses pedal to lower hot-iron plate and iron strap.
4. Releases pedal, removes strap from ironing bed, and withdraws insert.
5. Sets material in stacks.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SILK-SCREEN PRINTER (726.687-018)

Deposits electrode material on substrate used in electronic components, such as ceramic capacitors and film resistors using silk-screen printing device.

JOB DUTIES:

1. Fits screen (stencil) in frame of holding fixture and lowers screen over it.
2. Pours silver or carbon-base ink on screen and draws squeegee across screen, transferring electrode material to substrate.
3. Places printed substrate in jig or on conveyor leading to baking and drying kiln.
4. May print conductive pattern on circuit boards,using silk-screen-printing device.
5. Keeps materials and tools in working order.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

SINGER (784.687-062)

Holds felt hats over flame to burn away protruding hairs prior to finishing operations.

JOB DUTIES:

1. Depresses pedal to release steam from jet and holds and turns hat, mounted on block, in current of steam to moisten felt.
2. Activates gas jet and turns hat in flame to burn away protruding hairs without scorching felt.
3. May place hat body on revolving block to burn off excess fuzz or lint.
4. Follows safety procedures with open flame.
5. Sets aside defective material.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-OPEN FLAME

SISAL OPERATOR (780.687-042)
ALSO STAPLER, HAND; WIRE STITCHER, HAND

Staples padding to both sides of innerspring or top of boxspring assemblies.

JOB DUTIES:

1. Places spring assembly on table, spreads leno or sisal cloth over top of springs, and staples to edge wire and tops of spring coils.
2. Spreads padding over cloth, folding edges over edge wire and into coils, and staples it to edge wire.
3. Turns innerspring assembly over and spreads cloth and padding and staples them to assembly.
4. May fasten padding to edge wire, using hog rings and pliers.
5. May hand sew padding to springs.

Functional Competencies

Things   Heavy Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

SIZER (739.687-178)
ALSO STARCHER

Brushes on or immerses fabric in gelatin to stiffen fabric for use in making artifical flowers.

JOB DUTIES:

1. Makes starch to proper consistency.
2. Maintains clean flexible brushes.
3. Wipes off excess stiffener.
4. Drapes fabric over poles to dry.
5. Keeps clean working area.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

SLIDER ATTACHER (734.687-078)
ALSO SLIDER ASSEMBLER; ZIPPER-SLIDE ATTACHER

Attaches slides onto garment zipper.

JOB DUTIES:

1. Clamps slide in holding device on worktable and threads bottom links of zipper chains through slide.
2. Grasps bottom of zipper and pulls chains through slide, meshing links to close zipper.
3. Removes slide from holding device and positions garment on machine bed with zipper bottom against guide.
4. Depresses pedal that lowers machine head to fasten metal clamp or staple around bottom of chains.
5. May depress pedal that closes rollers on chains and pulls them through slide automatically.

Functional Competencies

Things Light Phys Strength Cotninuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SMALL-KICK-PRESS OPERATOR (733.687-014)
ALSO ASSEMBLER, MECHANICAL PENCILS AND BALLPOINT PENS; AIR-HAMMER OPERATOR; PUNCH-ASSEMBLER OPERATOR; SMALL PRESS OPERATOR; TIP TIGHTENER

Assembles part of ballpoint pens and mechanical pencils.

JOB DUTIES:

1. Selects pen or pencil parts according to color or work-ticket specifications.
2. Places parts together, guided by edges, holes, and slots and fastens devices, such as clips or prongs on parts.
3. Positions parts in holding device under ram of press and depresses pedal that lowers ram, forcing interlocking parts together.
4. Positions parts in holding device of machine that clinches prongs or clips, joining parts.
5. Fits interlocking parts of pencil with specified quantity of lead.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SMOKE-ROOM OPERATOR (784.687-066)

Tends burning room to bleach strawhats with burning sulfur.

JOB DUTIES:

1. Loads racks with hats and wheels them into room.
2. Pours powdered sulfur into pan provided with electric heating unit.
3. Closes door of room.
4. Turns electric switch to burn sulfur in pan.
5. Turns on ventilator fan and removes hats after specified time.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

SMOKING-PIPE LINER (739.687-170)

Coats chambers of pipe bowls with sirup or honey mixture to improve taste of pipes during breaking-in process.

JOB DUTIES:

1. Cleans dust and other foreign particles from bowl and shank, using airhose.
2. Dips brush or swab in specified sirup or honey mixture and applies mixture to chamber of pipe bowl to coat and sweeten bowl.
3. Sets bowl aside to dry.
4. Folows safety procedures in use of airhose.
5. Sets aside defective pipe bowls for repair or discard.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SOLE SCRAPER (788.687-134)

Scrapes excess ink dressing from edge of shoe soles with metal scraper or knife to minimize clogging of sandpaper when sanding edges of sole.

JOB DUTIES:

1. Selects pair of tools for scraping.
2. Scrapes edges of soles.
3. Maintains scraping tools in working condition.
4. Sets aside defective materials and shoes.
5. Cleans up work area each day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SORTER (734.687-082)

Examines pearl of plastic button blanks on moving conveyor and discards those with defects, such as wormholes, loose spots, uneven backs, cracks, or chips.

JOB DUTIES:

1. May examine unpolished plastic buttons for tool marks, off-center thread holes, and unfinished shape.
2. Transports drums of discarded button blanks with handtruck.
3. May keep record of rejects.
4. Performs other alternative tasks as assigned.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SORTER (735.687-030)

Sorts jewelry articles, such as pins, emblems, rings, and casting patterns for control and inventory purposes.

JOB DUTIES:

1. Separates items by type, size and style.
2. Counts and records total items in each separate grouping.
3. Requests additional articles from production department when such items are needed to complete specified inventory levels.
4. May maintain in-process record controls of patterns during casting and processing of gold jewelry.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

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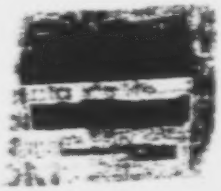
SPARK TESTER (727.687-078)

Tests encased storage batteries for air-tightness, using electric spark tester.

JOB DUTIES:



1. Places frame of tester over battery container and presses plug terminal of testing apparatus to posts of battery.
2. Moves frame of tester over surface of container to detect leaks indicated by bright sparks emitted at contact points.
3. Examines assemblies for defects, such as uneven sealing, misplaced intercell connectors, and covers.
4. Attaches slip to rejected batteries indicating type of defect.
5. May stamp polarity symbols on posts, using hammer and dies.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS-ELECTRICAL CURRENT/ACID

SPIN-TABLE OPERATOR (732.687-074)

Polishes surface of bowling balls, using abrasives and ball-spinning device.

JOB DUTIES:

1. Places preground ball in holder of spin table and depresses pedal to spin ball.
2. Presses abrasives against spinning ball to abrade surface.
3. Splashes water on ball to reduce friction.
4. Applies polishing compound to ball with rag.
5. Lifts and turns ball in holder of spin table to effect polishing of surface.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SPLITTER, HAND (734.687-086)

Splits pearl button blanks into two or more blanks, using hand knife and mallet.

JOB DUTIES:

1. Holds blank edge-up on bench or block.
2. Positions knife blade along top edge of blank.
3. Steadies blade and blank with thumb and fingers of one hand.
4. Taps blade with mallet to split blank.
5. Sets aside broken, chipped blanks.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SPOTTER (739.687-182)
ALSO TABLE WORKER

Examines squares (tiles) of felt-based linoleum material passing along on conveyor and replaces missing and substandard tiles.

JOB DUTIES:

1. Compares processed tiles with standard for color and pattern.
2. Examines edges for chips and cracks.
3. Replaces missing and substandard tiles.
4. May transfer additional tiles with handtruck.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
High Perceptual Discrimination

SPOTTER (772.687-014)

Locates and marks apex of curvature of formed glassware to provide index point for cutting operations.

JOB DUTIES:

1. Holds flat edge of glassware on illuminated bullseyed board.
2. Locates shadow of mold indentation and positions marking pencil on glassware until pencil shadow falls in center of indentation shadow.
3. Marks center of indentation on glassware to indicate apex of curvature.
4. Inspects glassware for visable defects.
5. Discards defective glassware.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-None
Reading Level-None
Minimal People Interaction
High Perceptual Discrimination

SPRING COVERER (780.687-038)

Staples or tacks burlap, canvas, denim, or synthetic material over springs in furniture frames prior to upholstering where fabric is not installed by Springer.

JOB DUTIES:

1. Cuts covering material to specified size, using scissors.
2. Sews twine through covering material and around coil springs to stabilize them.
3. Sets aside defective springs.
4. Keeps staple gun and tools in good working order.
5. Threads needle with proper twine.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SPRING LAYER (715.687-122)

Straightens, shapes, and forms clock springs, using holding fixture and pliers.

JOB DUTIES:

1. Winds coiled spring around peg or pin of fixture.
2. Bends and shapes spring to specifications, using needle-nosed pliers.
3. Sets up jig for spring shape.
4. Sets aside defective materials.
5. Keeps tools and workbench jigs in working conditions.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SPRING TESTER (709.687-042)

Tests resiliency of springs, such as those used in screen doors, using testing device.

JOB DUTIES:

1. Attaches weights to spring and notes deflection and recovery of spring.
2. Discards defective springs.
3. May record type and number of defects.
4. Keeps testing device in working condition.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

STAINER (739.687-174)

Dips smoking pipe stummels into staining solution and places them on conveyors or in sawdust to dry.

JOB DUTIES:

1. Maintains proper hue and consistency of staining solution.
2. Maintains upply of sawdust.
3. Sets aside broken up stummels.
4. Places dry pipes in containers according to style.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

STAMPER (781.687-062)

Transfers decorative designs from paper embroidery stencils (patterns) onto fabric articles, such as armbands, banners, and shirts to serve as guides for embroidery or other sewing operations, performing following tasks.

JOB DUTIES:

1. Positions stencil on fabric and brushes stamping solution through perforations to form outline of design on fabric.
2. Rubs powdered marking chalk over perforated pattern with blackboard eraser to force powder through perforations onto fabric.
3. Sets aside defective designs.
4. Wipes off excess ink.
5. Keeps work area clean.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

STAMP-PAD MAKER (733.687-070)

Fabricates rubber stamp pads.

JOB DUTIES:

1. Places precut pieces of muslin, felt and rubberized backing in sequence in fixture on assembly table.
2. Applies glue to extended edges of muslin and folds edges around backing.
3. Places pad in inking device and pulls lever to lower pad into reservoirs which impregnates it with ink under pressure.
4. May place inked pad into metal case and cover case with lid.
5. Wipes off excess ink with wiper cloth.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

STEAM CLEANER (780.687-058)

ALSO UPHOLSTERY CLEANER

Cleans upholstery on new furniture preparatory to storage or shipping.

JOB DUTIES:

1. Inspects spots to ascertain composition, selects solvent and applies it to spot with cloth or brush.
2. Cleans dust, lint, and cloth scraps from fabric, using airhose or vacuum cleaner.
3. Applies steam to upholstery from steam hose to raise nap, brighten color, and tighten fabric.
4. May smooth upholstery into folds or push padding to corners of cushions and backs with pick.
5. May rub exposed wooden parts with furniture polish.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

STEAMER (784.687-078)

ALSO STRAW-HAT WASHER OPERATOR; STIFF STRAW-HAT WASHER

Rubs strawhats with damp sponge to remove excess sizing.

JOB DUTIES:

1. Slips hat over shaped hat block, rubs surface with damp sponge, and hangs hat on rack to dry.
2. May hold hat over steam jet to soften sizing, preparatory to rubbing with sponge.
3. Places hats in tub equipped with steam jets.
4. Covers top of tub with burlap cloth to allow steam to soften sizing and condition straw.
5. Follows safety procedures with steam jets.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

STEAMER (789.687-170)

Steam rolled pleat patterns in which fabrics are pleated, so that fabric will retain pleats.

JOB DUTIES:

1. Places rolled patterns in upright position in steam cabinet for specified period.
2. Removes steamed patterns and places them on racks to cool.
3. Sets timer for specified interval.
4. Releases steam before opening doors.
5. Follows safety procedures in operating steamer.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

STEEL-BARREL REAMER (703.687-022)

Enlarges and shapes rivet hole in side of steel barrel, using hand reamer.

JOB DUTIES:

1. Sets up hand reamer with proper size reamer.
2. Uses safety goggles and follows safety procedures.
3. Uses progressively larger reamers to enlarge hole.
4. Uses gage to measure hole size.
5. Cleans out barrel when completed.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

STEEL-BOX-TOE INSERTER (788.687-138)

Inserts steel box toe into forepart of safety shoe.

JOB DUTIES:

1. Places toe of lasted shoe in steam box to soften leather and positions steamed shoe on pin jack.
2. Pulls tasks and upper-holding wire from toe area of shoe, using lasting tool.
3. Draws upper leather back from toe area by hand and inserts steel box toe over lining.
4. Brushes cement onto vamp edge of box toe and covers edge with felt strip to prevent friction between metal and upper leather.
5. Pulls upper leather back over toe area, using lasting tools.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

STENCILER (781.687-066)

Applies chalk, fluorescent powder, or fluorescent solution to perforated stencil to mark garment part for cutting or subsequent sewing operation, such as making darts, attaching pockets, or embroidering.

JOB DUTIES:

1. Organizes color and type of markers.
2. Mixes marking solutions to correct color hue.
3. Follows garment pattern in marking outline.
4. Communicates with production staff on changes needed.
5. Keeps work area free of excesss chalf, powder, paint.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

STENCIL INSPECTOR (733.687-074)

Inspects duplicating stencils for defects prior to mounting on backing sheets.

JOB DUTIES:

1. Holds stencil over fluoroscope to determine presence of defects, such as holes, tears, and imperfect surface.
2. Discards defective stencil.
3. Places layer of paper between stencils to protect them.
4. May measure stencil for conformance to size.
5. May record shipping quantity.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

STICKER (784.687-074)
ALSO STICKER-ON

Glues pieces of hides, such as rabbit, beaver, muskrat, or nutria to paper sheets to facilitate machine cutting of fur from skin.

JOB DUTIES:

1. Brushes glue onto paper sheets.
2. Presses bits of fur, skin side down, onto glued surface to create fur area large enough to be accommodated by clipping machine.
3. Cuts fur from skins.
4. Cleans and wipes excess glue.
5. Sets aside torn or defective hides.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

STOCKLAYER (753.687-042)

Piles plies (layers) of cloth, rubber, or rubberized fabric for cutting rubber footwear parts, using winding drum.

JOB DUTIES:

1. Selects beam (roll) of material according to job order.
2. Positions beam in cradle, using hoist.
3. Clamps end of material in slot in winding drum, notes yardage indicator reading and moves lever to engage clutch and start material winding.
4. Stops machine when specified number of turns have been recorded on indicator.
5. Cuts through plies, using knife.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-SHARP KNIFE

STOCK SHEETS CLEANER-INSPECTOR (779.687-034)

Cleans, inspects, and polishes stock sheets (large mirrors).

JOB DUTIES:

1. Places stock sheets on vertical tabletop and depresses pedal to move tabletop to flat position.
2. Cleans and inspects mirror and removes surface scratches, using portable scratch polishing wheel.
3. Measures mirror with ruler and records size.
4. Cuts defective edges from mirror with glasscutter.
5. Glues label on mirror.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-SHARP GLASS EDGES

STRAW-HAT BRUSHER (784.687-074)

Cleans and polishes strawhats.

JOB DUTIES:

1. Slips hat on wooden block.
2. Wipes powdered sulfur onto hat with cloth.
3. Brushes hat by hand.
4. Wears face mask.
5. Cleans work area intermittently.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-POWDERED SULFUR****

STUFFER (780.687-046)

Stuffs pads and cushions with filling material, such as excelsior, foam rubber, kapok, or cotton, by hand.

JOB DUTIES:

1. Maintains supply of filler by type.
2. Maintains supply of pads.
3. Sets aside defective pads.
4. Places stuffed pads or cushions on conveyor or rack.
5. Cleans up work area at end of day.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SUTURE POLISHER (712.687-030)

Smooths and polishes sheet gut used in sutures.

JOB DUTIES:

1. Fastens sheet gut in adjustable rack.
2. Adjusts rack to hold gut taut.
3. Smooths and polishes gut, using sandpaper.
4. Sets aside defective gut.
5. Places polished suture in trays for packaging.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SWEDGER (735.687-038)

Assembles costume jewelry, using foot press.

JOB DUTIES:

1. Inserts prongs (rivets) of one finding into corresponding holes of another.
2. Shapes findings with pliers to obtain fit.
3. Positions findings under swedging (riveting) tool in press.
4. Depresses pedal or moves lever to lower swedging tool that spreads and flattens prongs to combine findings.
5. Stacks completed assembly in boxes.
5.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

SWITCHBOX ASSEMBLER (722.687-010)

Inserts metal dovetails of box sides into slots of metal box bottoms and hammers to clamp parts together to form switchboxes for telephones.

JOB DUTIES

1. Maintains adequate supply of materials and nails.
2. Maintains clean work area free from excess nails.
3. Transfers materials with handtruck.
4. May keep production records.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TABLE WORKER (788.687-142)

Performs any combination of following tasks in stitching room, using handtools.

JOB DUTIES:

1. Cements doubles (cloth backing) together.
2. Brushes cement on shoe parts.
3. Counts number of parts and verifies total against work ticket.
4. Sorts parts.
5. Cuts and ties threads.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

TABLE WORKER (783.687-030)

Inserts sheets of waxed paper between precemented parts of small leather articles to prevent parts from sticking together.

JOB DUTIES:

1. Maintains supply of correct size waxed paper.
2. Organizes articles to face desired direction.
3. Inserts sheets of waxed paper to desired position.
4. Places stacks of parts in boxes and carries boxes to next work station for further processing.
5. Sets aside defective parts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TAPE STRINGER (782.687-054)

Threads tape, ribbon, or yarn through tubing, lace, or garment parts, using bodkin.

JOB DUTIES:

1. Selects proper thread to match tape, ribbon, or garment.
2. Threads bodkin.
3. Keeps work area free from excess thread and lint.
4. May tie ends into bow.
5. Maintains supply of threads and garments.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

TAPPER (737.687-134)

Places empty artillery cartridge cases on table and cuts threads in two previously drilled holes on inside surface for insertion of screw eyes by Screw-Eye Assembler, using handtap.

JOB DUTIES:

1. Selects out defective cartridges.
2. Uses proper size tap with fine threads.
3. Keeps tools clean and in working condition.
4. Uses machine oil while tapping.
5. Cleans up cartridge when completed.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TARGET TRIMMER (732.687-078)

Trims excess straw from surface of wrapped and tied archery targets with powered trimmer.

JOB DUTIES:

1. Places target on flat surface.
2. Lowers powered trimmer into position, and guides it over target to remove loose and excess straw.
3. Turns target over and trims other side.
4. Trims edge with hand shears.
5. Reinforces target center with hemp rope and sews rope handle to target with needle and thread.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

TESTER AND INSPECTOR, LAMPS (723.687-014)

Inspects, tests, and adjusts airplane navigational and control instruments according to specifications, using handtools and precision testing equipment.

JOB DUTIES:

1. Examines pressure, vacuum, and electrical instruments, such as altimeters, airspeed indicators, oil and fuel gages, bank and turn indicators, radar beacon sets, and directional gyroscopes, for defects, such as broken dials and scratched surfaces.
2. Connects instrument to flight simulation and uses standard testing devices, to determine that instruments meet specifications.
3. Inspects micro-inch valves and dynamic balance of gyrorotors, using instruments, such as micrometers, gages, and calipers.
4. Sets torque valves, adjusts gear trains and calibrates instruments, using handtools.
5. Fills in rejection tags for defective instruments.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

TEXTILE-SCRAP SALVAGER (789.687-010)
ALSO BAG CUTTER

Reclaims usable material from used or defective textile bags.

JOB DUTIES:

1. Cuts or pulls stitches from seam to open bag.
2. Inspects material to locate defects and cuts usable material into largest possible bag dimension, using electric rotary cutter.
3. Sorts and stacks reclaimed material according to specified bag sizes.
4. May transfer material using handtruck.
5. Keeps work area clean and free from excess lint.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS-ROTARY CUTTER
UNPLEASANT WORKING CONDTIONS-LINT

THREAD DRAWER (789.687-174)
ALSO THREAD SEPARATOR

Separate webs of lace into smaller pieces preparatory to winding onto cards.

JOB DUTIES:

1. Cuts ends of web even with scissors.
2. Counts out prescribed number of sections (bands).
3. Pulls thread to separate lace between sections.
4. Folds sections.
5. Keeps tools in good working condition.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TIE PRESSER (789.687-178)

Removes wrinkles from knitted ties, using cardboard form and steamtable.

JOB DUTIES:

1. Opens valve to allow steam to escape through holes in steamtable.
2. Inserts cardboard form in opening of tie to extend it to full width.
3. Passes tie across holes of steamtable to press it.
4. Folds pressed tie.
5. PLaces ties in trays for packaging.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

TIE-UP WORKER (710.687-034)

Ties or bolts moving parts of scales, prior to packing and shipping, to prevent damage.

JOB DUTIES:

1. Disconnects and secures mechanisms with screws and bolts at specified points, using handtools.
2. Lifts levers to insert felt pads between pivots and thrusts.
3. Ties installation instruction tags to parts.
4. May package scales.
5. Sets aside defective scales for repair.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TIN-CONTAINER STRAIGHTENER (709.687-06)

Places tobacco tin over form and beats with hammer or mallet.

JOB DUTIES:

1. May use straightening device to remove minor dents from tins.
2. Maintains supply of materials.
3. Forms tins according to model for size and shape.
4. Sets aside defective material.
5. Places completed unit in bin for painting.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

TIRE BALANCER (750.687-014)
ALSO TIRE SPOTTER

Inspects cured tires for conformance to balance specifications.

JOB DUTIES:

1. Lifts tire onto balance table manually or with hoist.
2. Pulls lever to spread holding fixture that secures tire in position.
3. Releases lock that permits balance table to float freely on mounting and bubble gage to function.
4. Observes bubble gage to determine if tire balance is within specified limits.
5. Marks tire where gage indicates lighest area, for location of inner-tube valve.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

TIRE INSPECTOR (750.687-018)

Inspects used tires to be retreaded for automotbiles, buses, trucks, and other automotive vehicles.

JOB DUTIES:

1. Examines breaks in cord, bead and sidewall.
2. Places tire on tirespreading machine and examines inner surface of tire for breaks.
3. Marks breaks with chalk to indicate repairs required prior to retreading.
4. Rejects tires that cannot be retreaded.
5. Rolls tires to piles for processing.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

TIRE SORTER (750.687-022)

Sorts cured and uncured tires according to size and type as indicated by identification number on tire.

JOB DUTIES:

1. Compares number on tire and numbers on pallets, conveyors, hand or rock trucks leading to further processing, such as curing, finishing, buffing, or testing.
2. Places tire on conveyance.
3. Sorts uncured tires.
4. Places them on saddles (storage racks) prior to automatic curing.
5. May record production of size and type.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

TOOTH INSPECTOR (712.687-038)

Examines, sorts, and packages artificial teeth.

JOB DUTIES:

1. Sorts teeth according to type, size and color shade.
2. Examines teeth to detect surface blemishes and removes blemishes, using brush or scraper.
3. Rejects defective teeth.
4. Packages acceptable teeth in wax-filled casing.

5. Stamps identifying information in wax.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

TOWEL-RACK ASSEMBLER (762.687-070)
ALSO WOODENWARE ASSEMBLER

Assembles wooden articles, such as ladders, stools, benches, and folding chairs from prefabricated parts.

JOB DUTIES:

1. Fastens them together with bolts, nail, or screws, using hand or power tools.
2. May place parts in jig and force parts together for assembly, using penumatic press.
3. May fasten sections together and attach brackets, using riveting machine.
4. May inspect ladders for conformance to plant and government standards.
5. May be designated according to product assembled.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

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TRAVERSE-ROD ASSEMBLER (739.687-186)

Assembles traverse curtain rods for shipment.

JOB DUTIES:

1. Secures rod in bench fixture and inserts and attaches pull cord, master slides, nylon sliders and pulleys into rod slot.
2. Slips retaining brackets over ends of rod to complete.
3. Stacks rods in boxes.
4. May cut cord to specified length before insertion into rod slot.
5. May adjust functioning of traverse rod to meet specifications, using handtools.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Medium Perceptual Discrimination

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TRIMMER (788.687-150)

Trims excess material from edges or decorative openings of shoe parts, using handtools, such as knife and shears, and following specification, markings, or template outline.

JOB DUTIES:

1. Organizes materials and tools according to markings and specifications.
2. Checks completed work with template.
3. Sets aside defective materials.
4. Maintains tools in working conditions.
5. Keeps work area clear and clean from trim scraps.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

****HAZARDOUS-SHARP BLADES****

TRIMMER, HAND (794.687-062)

Pulls or cuts with scissors excess paper from edges of paper doilies as they are ejected from fabricating machine.

JOB DUTIES:

1. Counts and bundles trimmed doilies.
2. Keeps machine clean from snaggs.
3. Follows safety practices in operating machine.
4. Keeps work area clear and clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

TUBE BENDER, HAND (709.687-050)
ALSO WIRE BENDER, HAND

Bends metal tubing around forming blocks, or between rollers of bending device to produce components for such products as refrigeration systems or electrical heating unit.

JOB DUTIES:

1. Marks tubing at point of bend or places end of tubing against top of bending device.
2. Bends tubing to specified shape around rollers or forming blocks.
3. May slip fittings on tube.
4. May flatten tube by forcing end against rotating cone.
5. May be designated according to material formed.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

ULTRASONIC TESTER (709.687-054)

Tests fabricated uranium fuel elements for bonding and element container for thickness in atonomic fuel plant, using ultrasonic testing equipment.

JOB DUTIES:

1. Pushes buttons and turn dials to activate test equipment.
2. Places fuel element used as standard in test equipment tank, and calibrates ultrasonic sensor chart indicator, comparing chart from test run to standard chart pattern previously obtained.
3. Places untested fuel elements in test tank and observes reading on ultrasonic chart to detect deviations from standard to determine acceptability of elements.
4. Removes fuel elements from tank and places in designated cart.
5. Records serial number of rejected fuel elements and type of defects causing rejection.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-RADIATION

UMBRELLA FINISHER (739.687-190)

Mounts puffs, enlarges handle hole, and glues handles on umbrellas.

JOB DUTIES:

1. Places leather or cloth puffs over umbrella rod to cover top.
2. Hammers ferrule over end of rod to secure puff in position.
2. Reams socket of handle to enlarge hole, using floor-mounted electric drill.
3. Spreads glue inside hole with brush and inserts handle into rod of umbrella frame.
4. Opens umbrella cover and steams it over nozzle of steamer to remove wrinkles.
5. Examines umbrellas and sets aside defective umbrella for corrective processing.

Functional Competencies

Things Light Physical Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

UPHOLSTERER HELPER (780.687-054)

Assists Automobile Upholsterer or Furniture Upholsterer to repair and rebuild upholstered furniture or automobile seats.

JOB DUTIES:

1. Rips or cuts away worn covering material and pading from frame and pulls tacks from frame, using tack puller.
2. Lifts furniture onto worktable.
3. May remove spots from upholstery, using cleaning fluids.
4. May assist in rebuilding of fabric automobile tops.
5. Performs other duties as assigned.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

VACUUM-BOTTLE ASSEMBLER (739.687-194)

Assmbles vacuum bottles by placing plastic saddle in container bottom.

JOB DUTIES:

1. Inserts glass bottle in saddle.
2. Slips metal locking ring over bottle.
3. Places plastic stoper in mouth of bottle.
4. Screws plastic drinking cup onto threaded mouth of bottle.
5. Sets completed units in case.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

VARNISHING-UNIT OPERATOR (739.687-138)

Varnishes or lacquers heads and mouths of cartridge cases to make waterproof seal between heads and primers and between cartridge mouths and bullets.

JOB DUTIES:

1. Positions varnishing plate over plate of cartridge cases and inverts to transfer cases to varnishing plate.
2. Positions plate of cases in fixture of manually powdered varnishing device.
3. Moves levers to dip upper and lower blocks of pins into reservoirs of varnish and then onto primers and into mouths of cases.
4. Wipes excess varnish from cases with cloth and examines them for completeness of coverage.
5. Sets plate of cases on air blower screen to dry.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

VENEER MATCHER (769.687-046)

ALSO SPLICER MATCHER

Matches precut veneer strips according to grain, pattern, and shade to form face sheet of specified size.

JOB DUTIES:

1. Lays strips of veneer on table and inspects them for defects.
2. Stacks rejected strips aside for removal.
3. Arranges suitable pieces in order of similar grain, pattern and shade to form face sheet of specified minimum width.
4. Numbers strips in sequence for assembly and stacks them on pallet.
5. May match and tape together veneer sheets for use in furniture manufacture.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

VENEER-STOCK GRADER (769.687-050)

Inspects veneer stock, used in making slat baskets and wirebound boxes.

JOB DUTIES:

1. Removes defective stock containing splits, knots, or other surface flaws.
2. Sorts and stacks material on table or in bins according to size and intended use.
3. Distribute stock to assembly workers.
4. May keep stock records of supplies.
5. Reports unusual conditions to supervisor and ordering department.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

VENETIAN-BLIND CLEAN AND REPAIRER (739.687-198)

Cleans and repairs venetian blinds, using handtools.

JOB DUTIES:

1. Dusts and washes blinds, using cloth, vacuum, brush, water and detergent.
2. Hangs blinds on rack to dry.
3. Examines blinds to detect defective or work parts, such as cord, tape, or slats.
4. Replaces defective parts, using handtools.
5. May assemble and install blinds.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WAFER-CELL-BATTERY ASSEMBLER (727.687-082)
ALSO WAFER-LINE WORKER

Performs any combination of following tasks to assemble wafer-type dry cell batteries.

JOB DUTIES:

1. Removes stack of cells from machine and inspects and counts cells.
2. Positions stack in handpress and pulls lever to compress stack to form battery.
3. Wraps battery in rubberized wrapping and places wrapped battery on hot iron to seal.
4. Marks positive terminal, using pencil, and places battery in tray.
5. Tests capacity of battery, using voltmeter.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

WASHER (733.687-078)

Washes excess glue from clamped wooden pencil slats, using water and sponge.

JOB DUTIES:

1. Turns valve to start flow of water onto slats.
2. Rubs all sides of clamped slats with sponge.
3. Places washed slats in handcart.
4. Pushes loaded cart to kiln for further processing.
5. Maintains clean, glue free work area.

Functional Competencies

Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

WAX-BALL KNOCK-OUT WORKER (732.687-082)

Crushes and removes wax-ball lasts (forms) from basketball carcasses, using club, scraping tool, and airhose.

JOB DUTIES:

1. Strikes carcass with bat to break wax ball.
2. Shakes pieces out through opening in carcass.
3. Scrapes wax particles from carcass and removes particles and dust with airhose.
4. Follows safety procedures when using airhose.
5. Cleans up wax from work area.

Functional Competencies

Things   Heavy Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

WEDGER, MACHINE (701.687-034)

Mounts steel axe and hatchet heads on wooden handles, using power hammer.

JOB DUTIES:

1. Starts slotted end of handle into eye of tool, using hand hammer.
2. Places assembled workpiece head up under power hammer, and moves controls to lower hammer that drives tool head onto handle.
3. Inserts wooden wedge in handle slot, and moves controls to hammer wedge into slot.
4. May operate table saw to trim excess wood from tool eye.
5. May trim end of handle, using abrasive wheel.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

HAZARDOUS-MACHINE OPERATION
UNPLEASANT WORKING CONDITIONS-NOISE/DUST

WELT-BUTTER, HAND (788.687-162)

Cuts off excess welt at heel seat of lasted shoe, using knife.

JOB DUTIES:

1. Organizes materials according to sequence of process.
2. Keeps knife in working condition; sharpens blade as needed.
3. Sets aside defective material.
4. Keeps work area clear from excess welt trimmings.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS-SHARP KNIFE

WHITE-SHOE RAGGER (788.687-166)

Brushes liquid polish on white leather shoes.

JOB DUTIES:

1. Rubs shoes with rag to give glossy and finished appearance.
2. May apply polish to white leather of multi-colored shoes, using artist's brush.
3. Keeps supply of liquid polish at proper consistency.
4. Cleans brushes and keeps supply of clean rags.
5. Keeps clean work area free from excess polish or paint.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WINDER (715.687-130)

Winds assembled watch movements and adjusts watch hands to indicate correct time preparatory to testing.

JOB DUTIES:

1. Turns crown of movement against soft plastic sheet or holds crown against revolving plastic cup to wind movement or winds movement by hand.
2. Rewinds movement after specified period.
3. Segregates movements that have gained or lost time in excess of specified amount.
4. Adjusts winding movements.
5. May record types of adjustments needed.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

WIPER (723.687-022)

Cleans copper or brass lamp components and assemblies to remove excess paint or smudge, using cloth and solvent.

JOB DUTIES:

1. Removes tape around edges or rims of lamps, using wiper and solvent.
2. Dips cloth into solvent and wipes around unpainted areas of lamp component or assembly.
3. Stacks parts or lamps for removal to lacquering section.
4. Keeps supply of clean wiper cloths.
5. Keeps work area clean and clear from tape and excess solvent.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

WIRE-BASKET MAKER (709.687-062)

Bends rolled wire-meshing into specified shapes and sizes, using pliers and crimping tool to form such items as fry baskets and waste baskets.

JOB DUTIES:

1. Selects proper size and length wire meshing.
2. Uses jig for molding wire with hand-tool.
3. Shapes wire, using bending jig and model.
4. Crimps off excess wire.
5. Cleans work area of excess wire pieces.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

WIRE BENDER (709.687-058)

Bends wire to form frames for mattress and box-spring assemblies, using wire-bending jig.

JOB DUTIES:

1. Positions bending pegs on jig table according to specifications and tightens with wrench.
2. Inserts one or more wires in holding device.
3. Depresses pedal to drive bending arms around pegs to bend wire to required angle or bends wire around pegs, using lever.
4. Connects frame edge-wire ends with metal sleeve and rivet sleeve, using hammer and punch.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WIRE CUTTER (731.687-038)

Cuts copper wire to specified length, using hand shears, for use in manufacture of pinball machines.

JOB DUTIES:

1. Sets up model size on jig for specified length.
2. Keeps hand shears in sharp working condition.
3. May keep count of copper wires cut by length.
4. Cleans up work area.
5. May assist in assembly of materials.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WIRE INSERTER (784.687-082)

Cuts and inserts wire into crown of caps to shape and support crown.

JOB DUTIES:

1. Measures wire, using ruler.
2. Positions wire on bed of cutter beneath blade and presses lever to cut wire to specified length.
3. Bends wire to form circle and fastens ends of wires together with metal clip.
4. Inserts circular wire into crown of cap, using fingers.
5. Keeps work area clean of wire pieces.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

WIRE-PREPARATION WORKER (728.687-010)
ALSO WIREWORKER

Performs any combination of tasks involved in cutting, stripping, tapping and soldering wires used in electrical and electronic units, such as communication equipment, aircraft, ignition systems, electrical appliances, or other electrical or electronic control systems.

JOB DUTIES:

1. Cuts wires to specified lengths, using wire cutters and ruler or measuring jig.
2. Scraps insulation from wire ends, using stripping tool.
3. Twists wire ends and dips them into pot of solder to prevent fraying.
4. Solders wires to specified connectors and terminals, using soldering iron.
4. Wraps numbered or colored identification tape around wires.
5. Keeps soldering tool in good working condition.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ZIPPER MEASURER (734.687-094)

ALSO ZIPPER TRIMMER, HAND

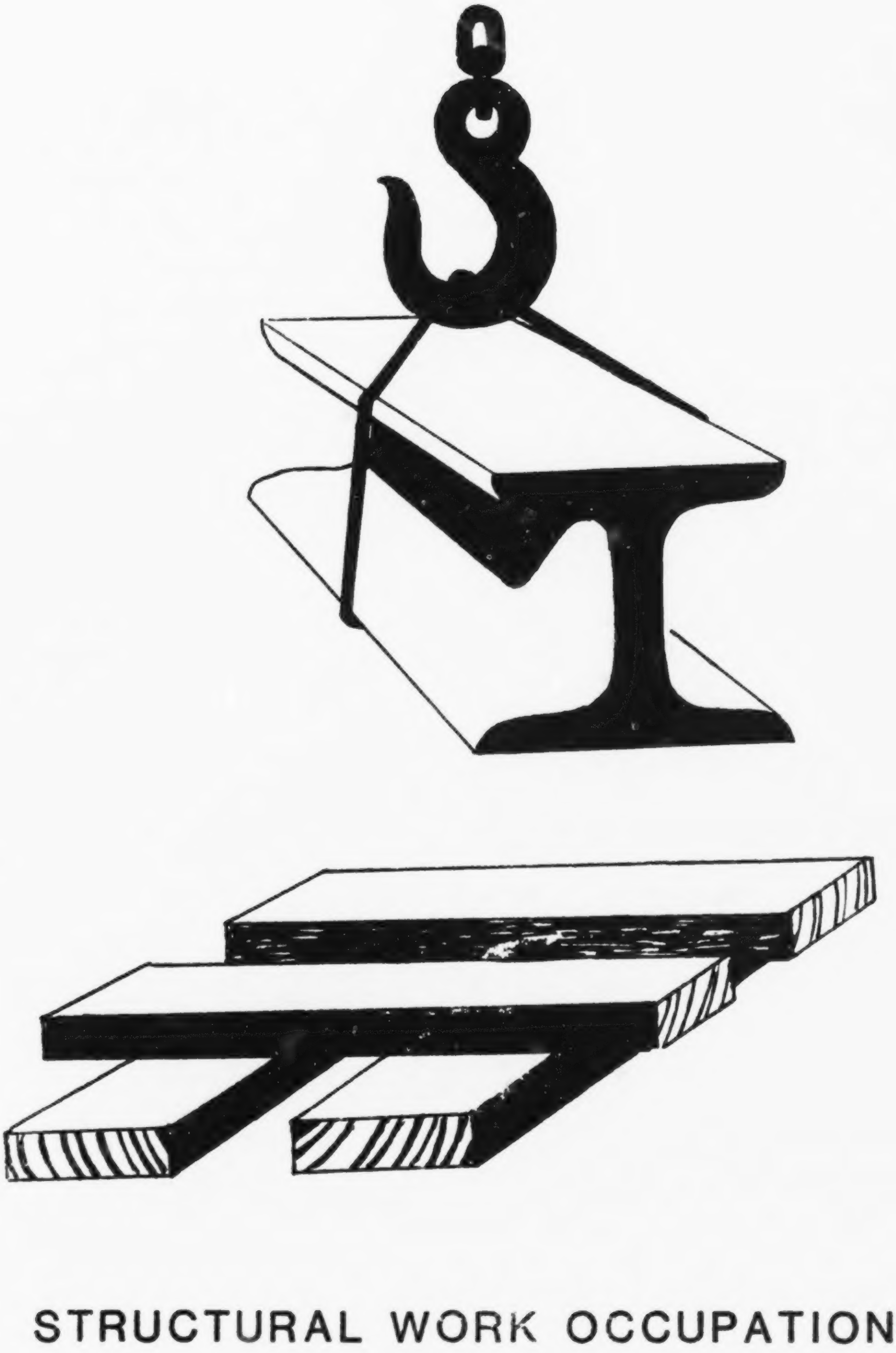
Measures slide fastener chains and cuts excess scoops (links) from chains to shorten chains to specified length.

JOB DUTIES:

1. Measures chain against bench mounted ruler to determine number of scoops to remove.
2. Cuts each scoop from tape, using pincers.
3. Rubs scoops against edge of bench to remove them from tape.
4. Cuts tape between chains to form individual zipper, using scissors.
5. Examines zippers for broken or missing scoops and discards defective zippers.

Functional Competencies

Things
Light Phys Strength
Continuous Man Dexterity
Math Level-Third
Reading Level-None
Minimal People Interaction
High Perceptual Discrimination



STRUCTURAL WORK OCCUPATIONS

600

ACID-TANK CLEANER (891.687-022)
ALSO BOILER CLEANER; TANK-CAR CLEANER

Cleans interiors of boilers, storage tanks, kilns, and tank and refrigator railroad cars to remove emulsion and incrustations, using shovels, squeeges, brooms, scrapers, hoses, water, and solvents.

JOB DUTIES:

1. Drains tank, connects hose to water or steam lines and sprays walls, roof, and bottom of tank, to flush residue, such as oil, acid, grease, and sludge through tank openings.
2. Scrapes and scrubs walls, using detergents, solvents, scrapers and brushes to remove incrustations, scale or deposits of coke or catalyst.
3. Sweeps up debris and shovels sludge into buckets, wheelbarrows or down chutes.
4. Removes liquid from tank bottoms with squeeges or pump and suction hoses.
5. May dry tanks with wood shavings or portable air drying equipment.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

ASSEMBLER, BICYCLE (806.687-010)
ALSO BICYCLE SUBASSEMBLER

Assembles bicycles on assembly line, performing one or combination of following tasks, using handtools and portable power tools.

JOB DUTIES:

1. May assemble and package bicycle subassemblies, such as shift levers, axles, and reflectors.
2. Uses wrenches, screwdrivers and special tools for assembly.
3. Follow sequential steps to assemble parts.
4. Keeps tools in designated place and in working order.
5. Sets aside defective parts.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

ASSEMBLER HELPER, INTERNAL COMBUSTION ENGINE (801.687-010)

Prepares internal combustion engines for final assembly and testing.

JOB DUTIES:

1. Push or pulls motor aside, using hook, or pushes engine on casters between assembly stations.
2. Pulls masking tape from engine to permit further assembly and adjustment.
3. Removes temporary holding screws to permit attachment of permanent assemblies, using handtools.
4. Lubricates engine, using grease guns, grease fittings, brushes, and oilcans.
5. Wipes oil and dirt from outside surface of engine, using rags.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

AUTOMOBILE-BODY-REPAIRER HELPER (807.687-010)

Performs the following tasks as assigned.

JOB DUTIES:

1. Furnishes Automobile-Body-Repairer with materials and tools.
2. Maintains tools and equipment in good working condition.
3. May hold material or tools.
4. Assists in other routine duties.
5. Keeps working area clear of debris.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

AWNING HANGER HANGER HELPER (869.687-010)
ALSO INSTALLATION HELPER

Assists Awning Hanger to install canvas, wood, metal and plastic awnings and to assemble and erect carports, patio covers, and metal panel fences.

JOB DUTIES:

1. Dig post holes, using post hole digger or powered drill.
2. Mix concrete in mortar box or wheelbarrow, using hoe or shovel.
3. Drill holes.
4. Bolt and screw brackets to building to hold frame.
5. Hold awnings during installation and lower or raise awnings to observe operation.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

BLASTER'S HELPER (859.687-010)
ALSO POWDER CARRIER; SHOOTER'S HELPER

Assists Blaster in placing and detonating explosives used to loosen earth and rock, performing any combination of following tasks.

JOB DUTIES:

1. Carries explosive bags, cartridges, or powder to blasting area and deposits explosive device in previously drilled holes as directed.
2. Shovels earth or drill cuttings into holes after placement of charge and tamps earth to confine and increase force of detonation, using shovel or pole.
3. Connects explosive cord to blasting cap and lead wire to firing device, or attaches fuse to charge.
4. Fires charge on signal from Blaster.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS - EXPLOSIVES

BODY SILENCER (845.687-010)

ALSO DEADENER; SILENCER; SOUNDPROOFER; SPRAY SILENCER; UNDERCOAT APPLIER

Sprays asphalt compound over interior of car bodies prior to upholstering to reduce road noise and vibration, using spray gun.

JOB DUTIES:

1. Seals joints and seams, using caulking gun.
2. Cleans off excess asphalt compound.
3. Uses putty knife to push down caulking.
4. Resets spray and caulking gun.
5. Maintains spray nozzle and caulking gun in working order.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOILERMAKER HELPER (805.687-010)

Performs following tasks to assist Boilermaker in assembly, erection, and repair of boilers, tanks, vats and pressure vessels, in the field.

JOB DUTIES:

1. Conveys tools, equipment, and parts to work area by hand or using handtrucks.
2. Cleans boilers and tanks, using scrapers and steam or water hoses.
3. Cleans work area and places salvageable material in bins.
4. Attaches slings, ropes, or cables to objects, such as plates, tubes, and drums, following signals of Rigger.
5. Positions and holds parts for Boilermaker to fit, clamp, or weld parts in specified alinement.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

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BOILER-TUBE BLOWER (891.687-030)

ALSO BOILER-TUBE REAMER; EVAPORATOR REPAIRER; FLUE CLEANER; STILL CLEANER, TUBE; TAR HEAT-EXCHANGER CLEANER

Cleans scale from inside of tubes that are used in boilers, kilns, and stills to circulate hot air or water.

JOB DUTIES:

1. Removes plugs or assemblies from tube ends, using handtools.
2. Pushes compressed-air rotary scraper or wire brush through tubes to scrape scales from interior surfaces.
3. Flushes or blows out loosened deposits, using water or airhose.
4. May inspect tubes by drawing electric light through them.
5. May be designated according to type of tube cleaned.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BRICKLAYER HELPER, FIREBRICK AND REFRACTORY TILE (861.687-010)

ALSO BRICKMASON HELPER

Performs any combination of the following duties to assist Bricklayer, Firebrick and Refractory Tile in repairing and rebuilding furnaces, ovens, ladles, and similar structures.

JOB DUTIES:

1. Removes burned and damaged brick and cleans surfaces of settings, using bar, hammers, chisels, and wire brush.
2. Sweeps and removes refuse from casings.
3. Conveys tools and materials to worksite.
4. May mix mortar, using powered mixer.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

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CAMOUFLAGE ASSEMBLER (869.687-014)

Inserts steel wool by hand into openings of frames made of wood and chicken wire to make fireproof camouflage barriers.

JOB DUTIES:

1. Secures wooden frames at joints.
2. Molds chicken wire to fit frame.
3. Uses tin snips to cut wire screen at ends.
4. Wears gloves for protection.
5. Cleans-up work area when completed.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CAR-BODY-INSPECTOR HELPER (807.687-014)
ALSO STREETCAR-REPAIRER HELPER

Performs any combination of the following tasks to assist Street-Car Repairer in repairing streetcar bodies, using handtools.

JOB DUTIES:

1. Tightens loose bolts and screws.
2. Replaces worn or broken stirrups, using handtools.
3. Replaces or tightens worn or loose weather stripping on windows, using handtools.
4. Repairs torn upholstery, using needle and thread.
5. Lubricates car, using oil gun.

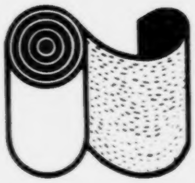
Functional Competenices

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

CARPET-LAYER HELPER (864.687-010)

Assists Carpet Layer to lay carpeting on floors and stairs by performing any combination of the following duties.

JOB DUTIES:



1. Stretches and tacks carpeting to floors.
2. Cuts rug padding to specified size and tacks it in place on floor, using hammer.
3. Trims carpeting to fit around openings, using knife.
4. Nails metal treads across door openings to hold carpet in place.
5. Performs other duties as assigned.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction High Perceptual Discrimination

CEMENT SPRAYER HELPER (844.687-010)

Assists Cement Sprayer, Nozzle to apply stucco, cement mortar, or concrete to exposed earth, masonry, or steel surfaces.

JOB DUTIES:

1. Moves and holds supply hose as spraying progresses, using ropesling.
2. Drags screen over finished surface to cut and clean spots from surface.
3. Cuts and squares corners, using trowel.
4. Assists workers engaged in erecting and moving scaffolds and in coupling and uncoupling pipe.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CHASSIS INSPECTOR (806.687-014)

Inspects completed motor vehicle chassis for size, faulty work, or defective material.

JOB DUTIES:

1. Verifies dimensions of chassis, using various measuring instruments.
2. Examines chassis for loose or defective parts and for missing bolts and screws.
3. Marks area of defect and records units inspected.
4. Maintains measuring instruments in working order.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

CHECKER (806.687-018)
ALSO FINAL INSPECTOR

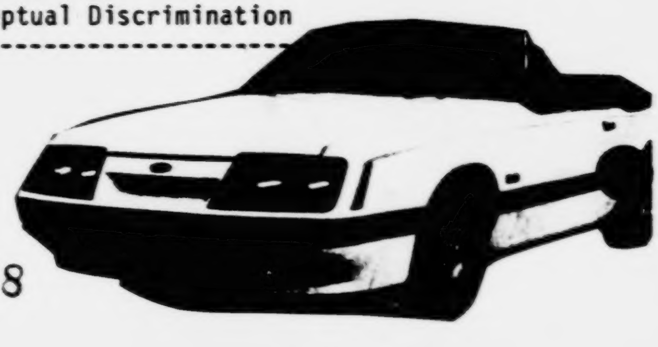
INspects completed automobile for conformance with specifications.

JOB DUTIES:

1. Examines car for installing of specified accessories, such as radio, heater, and defroster.
2. Tests operation of windows, doors, lights, and controls on dash panel.
3. Examines seats, headlining and door paneling for spots or tears in upholstery.
4. Checks car exterior for chips and scratches on painted surfaces.
5. Records defects on checklist.

Functional Competencies

Data/Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination



CHIMNEY CLEANER (891.687-010)
ALSO CHIMNEY SWEEP; CLEANING OPERATOR

Cleans soot from chinmeys.

JOB DUTIES:

1. Removes pipe connecting furnace to flue, using handtools.
2. Cleans soot from chimney pit, using vacuum cleaner that automatically discharges into receptacle mounted on truck.
3. Cleans connecting pipes with brush, replaces pipe, and seals joints with cement.
4. Closes fireplace openings and other outlets to clean chimney from above.
5. Lowers weighted bag down flue, withdraws bag which expands and scrapes soot from lining of chimney.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS- DUST/SOOT

CLEANER (869.687-018)

Cleans interiors of manufactured buildings and makes minor repairs to correct defects, following oral instructions.

JOB DUTIES:

1. Cleans interior of manufactured buildings, using broom, mop, dust cloth, and vacuum cleaner.
2. Fills nail holes in woodwork, using putty and knife.
3. Repairs minor defects, such as loose wall panels, missing trim, and defective door catches, using pneumatic stapler and screwdriver.
4. [illegible]ts woodwork and soiled sections of ceiling, using paint brush.
5. [illegible] manufactured building components for shipment to construction site.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CONSTRUCTION WORKER (869.687-026)

ALSO AIR HAMMER OPERATOR; ASPHALT-PLANT WORKER; ASPHALT WORKER; ASPHALT RAKER; BACKER-UP; BELL-HOLE DIGGER; BRICK CLEANER; BRICKLAYER HELPER; BRICK-PAVING CHECKER; BUILDING CLEANER; BRICK OR STONE CAGE TENDER; CARPENTER HELPER, HARDWOOD FLOORING; CEMENT-MASON HELPER; CLAMPER; COLD PATCHER; CONCRETE-PUMP-OPERATOR HELPER; CONCRETE-VIBRATOR OPERATOR; CONCRETE-VIBRATOR-OPERATOR HELPER; CONNECTOR HAND; CRANK HAND; CRUSHED-STONE GRADER; CURB-SETTER HELPER; DOPE POURER; DREDGE PIPE INSTALLER; DUMP GRADER; FILTER-BED PLACER; FLOOR-FINISHER HELPER; FLOOR-LAYER HELPER; FORM-SETTER HELPER; FORM STRIPPER; FORM-STRIPPER HELPER; FORM TAMPER; GRADER; GRADE TAMPER; GROUTER HELPER; HOD CARRIER; HOOSIER POLE HAND; INSERTER; JOINT FILLER; LABORER, BATCHING PLANT; LABORER, BITUMINOUS PAVING; LABORER, CEMENT-GUN PLACING; LABORER, CONCRETE PAVING; LABORER, CORRUGATED-IRON-CULVERT PLACING; LABORER, ELECTRIC POWER AND TRANSMISSION LINE; LABORER, HEADING; LABORER, PILE-DRIVING, GROUND WORK; LABORER, PIPE-LINE; LABORER, PLUMBING; LABORER, ROAD; LABORER, SHAFT-SINKING; LABORER, SHORE DREDGING; LABORER, STEEL HANDLING; LABORER, STONE BLOCK RAMMING; LABORER, WRECKING AND SALVAGING; LOFT WORKER, PILE DRIVING; MATERIAL HAULER; MINER HELPER; MIXER, HAND, CEMENT GUN; MOLD MAKER; MORTAR MIXER; MUCKER; MUCKER, COFFERDAM; MUD-JACK NOZZLE WORKER; OIL SPRAYER; PAINTER HELPER; PAPERHANGER, PIPE; PAPER LATCHER; PAPER SPOOLER; PAVING-BED MAKER; PAVING RAMMER; PIPE-LAYER HELPER; PIPE-MACHINE OPERATOR; PIPE-MACHINE OPERATOR HELPER; PLASTERER HELPER; PORTABLE GROUT-MIXER OPERATOR; PUDDLER, PILE DRIVING; REINFORCING-IRON-WORKER HELPER; REINFORCING-STEEL WORKER, WIRE MESH; RIPRAP PLACER; ROOFER HELPER; ROOFER HELPER, VINYL COATING; SHEETING PULLER; SHEET-PILE-HAMMER OPERATOR; SHEET-PILE-HAMMER-OPERATOR HELPER; SKIP TENDER, CONCRETE MIXING OR BATCH PLANT; SLICER; SQUEEGEE FINISHER; STAIN REMOVER; STONE-AND-CONCRETE WASHER; STONEMASON HELPER; STONE UNLOADER; STRUCTURAL-STEEL-WORKER HELPER; SUBGRADE TESTER; TRACK LAYER; TRACK-REPAIRER HELPER; TRENCH TRIMMER, FINE; WALLPAPER REMOVER, STEAM; WALL WASHER; WATER-PROOFER HELPER; WELL DIGGER; WELL-DIGGER HELPER; WHITE WASHER

Performs any combination of following tasks, such as erecting, repairing, and wrecking buildings and bridges; installing waterworks, locks and dams; grading and maintaining railroad right-of-ways and laying ties and rails; and widening, deepening, and improving rivers, canals and harbors, requiring little or no independent judgment.

JOB DUTIES:

1. Digs, spreads, and levels dirt and gravel, using pick and shovel.
2. Lifts, carries, and holds building materials, tools, and supplies.
3. Cleans tools, equipment, materials, and work areas.
4. Mixes, pours, and spreads concrete, asphalt, gravel, and other work materials.
5. Joins, wraps, and seals sections of pipe.

Functional Competencies

Things   Heavy Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Intermittent People Interaction   Medium Perceptual Discrimination

CONCRETE-FLOAT MAKER (869.687-022)

Performs any combination of following tasks concerned with fabricating and casting concrete moorage floats.

JOB DUTIES:

1. Flattens, cuts, and bends rolled wire mesh to fabricate reinforcing cages, using flattening table, power cutters, bending table, and metal fastening clinchers.
2. Assembles and seals cardboard cartons for use as cores for buoyancy chambers using masking tape and shellac.
3. Cuts reinforcing rods to specified length, using hydraulic cutters.
4. Erects and fastens steel form sections with connecting pins.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

COOLING-PIPE INSPECTOR (862.687-010)
ALSO PIPE INSPECTOR

Inspects cooling pipes used in concrete structures, such as dams, retaining walls, and other structures.

JOB DUTIES:

1. Locates defective pipes, leaking couplings, or defective fittings, prior to covering of pipe with poured concrete.
2. Tightens joints or couplings with hand wrench to eliminate leaks.
3. Marks defective pipe and records same.
4. Maintains supply of couplings and fittings for replacement.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

DECORATOR, STREET AND BUILDING (899.687-010)

ALSO FLOAT BUILDER

Installs decorations, such as flags, lights, and bunting, on or in buildings, halls, and booths for events, such as parades, conventions, and festivals.

JOB DUTIES:

1. Strings and connects electric wiring and lights.
2. Hangs decorations in streets and in or on building and structures, using wire, rope, and handtools, working from ladders or elevated truck platforms.
3. Constructs framework to support displays, using woodworking machines and handtools.
4. May build and decorate parade floats.
5. Clears up area when completed.

Functional Competencies

Things — Medium Phys Strength — Continuous Man Dexterity
Math Level-None — Reading Level-None
Minimal People Interaction — Medium Perceptual Discrimination

DUCT MAKER (809.687-010)

Cuts and shapes fiberglass sheet to form heating and air conditioning ducts, using handtools.

JOB DUTIES:

1. Places sheet on worktable for cutting.
2. Measures and marks sheet according to specifications, using tape measure and marker.
3. Cuts wedge shaped grooves according to marking to facilitate folding, using straightedge and knife.
4. Folds sheet to form rectangular duct and fastens open edge of duct, using pneumatic stapler.
5. Cuts aluminum tape according to length of duct and tapes edge of duct to make air tight seal.

Functional Competencies

Things — Heavy Phys Strength — Continuous Man Dexterity
Math Level-Third — Reading Level-None
Minimal People Interaction — High Perceptual Discrimination

ELECTRIC-DETECTOR OPERATOR (862.687-014)

ALSO HOLIDAY-DETECTOR OPERATOR; JEEPER OPERATOR; PIPE JEEPER

Tests coating and wrapping of pipelines for holidays (inadequately coated areas), using electric detecting machine.

JOB DUTIES:

1. Places jeeper (encircling coiled spring) around pipe.
2. Closes switch to complete electric circuit between battery or generator and jeeper.
3. Pushes jeeper along pipeline and listens for signal which indicates defect in pipe coating and cover.
4. Moves jeeper back and forth over area where signal occurs until electric arcing is observed.
5. Marks holiday with crayon.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

FITTER HELPER (801.687-014)

ALSO PLATE-WORKER HELPER; WELDER-FITTER HELPER; LAY-OUT HELPER

Assists Fitter or Welder-Fitter to position, aline, and fit together fabricated plates, structural shapes, and weldments preparatory to assembly into structural fabricated products, performing following tasks.

JOB DUTIES:

1. Hold, positions, and reads tape or rods to assist in layout.
2. Places and moves blocking, braces and jigs to hold parts.
3. Hammers wedges and drift pins, and turns turnbuckles, using lever.
4. Pulls pry bars to aline parts.
5. Grinds or chips rough edges, surplus weld, or scale, using portable grinder or airhammer.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

FURNACE CLEANER (891.687-014)

Cleans fire pots, ducts, vents, registers, air chambers, and filter screens of domestic furnaces.

JOB DUTIES:

1. Scrapes soot and ash from fire pot and smoke chambers, using scraper and wire brush.
2. Cleans filter screens, using solvent.
3. Removes dust-clogged air filters and places clean filters into bracket.
4. Brushes and washes dust from air chamber and ducts, using wire or fiber brush.
5. Removes loose soot, ash, and dust, using hand scoop and portable vacuum cleaner.

Functional Competencies

Things Meduim Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-SOOT

FURNACE-INSTALLER-AND-REPAIRER HELPER, HOT AIR (869.687-030)
ALSO FURNACE REPAIRER HELPER

Assist Furnace-Installer-and-Repairer, Hot Air in installing and repairing hot-air furnaces.

JOB DUTIES:

1. Carries tools and components, such as furnace, casing, duct section, and materials to work area.
2. Cleans fire pots, smoke, and hot-air ducts.
3. Holds furnace parts in place for assembling.
4. Loosens or tightens nuts, screws, and bolts in assembling or dismantling furnace, using handtools.
5. Performs other tasks as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GENERAL HELPER (809.687-014)
ALSO HELPER, MANUFACTURING

Performs any combination of following tasks involved in shaping, forming, or assembling wood, metal, and plastic parts into aircraft assemblies or structures or in installing assemblies or equipment in airplanes or missiles.

JOB DUTIES:

1. Sorts, carries, or positions materials, tools, work aids, or equipment for other workers.
2. Combs, ties, and twists wire to prepare for assembly into electrical cables.
3. Plugs cable into test board equipped with indicator light to test circuit continuity.
4. Scrapes, seals, and bundles materials such as stock lumber, tubing, plate metal, and plastic sheets, for subsequent operations.
5. Performs other duties as assigned.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

HELPER, METAL BONDING (806.687-022)

Performs variety of tasks to assist Assembler, Metal Bonding and Metal-Bonding Press Operator in fabrication of bonding forms used in manufacture of aircraft and space vehicles.

JOB DUTIES:

1. Furnishes other workers with materials, tools, and supplies.
2. Cleans work area.
3. May hold material or tools for other workers.
4. May perform other routine duties as assigned.
5. Keeps tools readily available, clean and in working order.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

HELPER, PATCHER (861.687-014)
ALSO PATCHER HELPER

Assists Patcher in mixing slurries and in making repairs to coke ovens and auxiliary equipment.

JOB DUTIES:

1. Screens refractory materials.
2. Stacks bricks for preheating.
3. Furnishes other worker with materials, tools, and supplies.
4. Maintains machines and equipment in good working order.
5. Cleans work area.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

HOUSE-MOVER HELPER (869.687-034)

Assists House Mover to move buildings from one site to another on trailer trucks or rollers, performing any combination of following duties.

JOB DUTIES:

1. Disconnects water and sewer lines, using wrenches, sledge hammer, chisel, or block and tackle.
2. Raises building uniformly to prevent cracking of walls, using screw jacks and shoring blocks.
3. Positions timbers or steel beams under buildings as directed.
4. Lowers buildings onto trailer or roller.
5. Attaches towing cables, chains, or rope at specified locations.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

HYDRO-PNEUMATIC TESTER (862.687-018)
ALSO HYDROSTATIC TESTER; PNEUMATIC TESTER

Tests boilers, tanks, fittings, pipes, and similar objects to detect and locate leaks, using compressed air or water pressure.

JOB DUTIES:

1. Installs fittings on object to seal outlets and connects subject to high-pressure air or water line, using handtools.
2. Activates air compressor or water pump until gage registers specified internal pressure.
3. Observes gage for loss of pressure indicative of leaks.
4. Examines object for escaping air or water to detect leaks.
5. Marks object at source of leaks for subsequent repair.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR (869.687-038)

Inspects manufactured buildings for conformance to specifications during specified intervals of assembly line construction.

JOB DUTIES:

1. Measures dimensions and spacing of structural members in building components, such as walls, floors, ceilings, closets, and windows for conformance to specifications, using square, pumb and tape measure.
2. Compares room dimensions, wall alinements, plumbing, and electrical elements with blueprints.
3. Fills plumbing system with air to check for leaks, using air pump and pressure gage.
4. Tests electrical system for completeness of circuits, using ohmeter.
5. Inspects surfaces of walls, floors, and ceilings for defects, such as color irregularities, warped sections and cracks.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Third
Intermittent People Interaction High Perceptual Discrimination

INSPECTOR AND TESTER (809.687-018)

Inspects metal sashes, window screens, windows, and doors for appearance and accuracy of fabrication and assembly.

JOB DUTIES:

1. Feels sides of workpiece for burs, ravelled screens, or defective packing of screening, glass, or splines.
2. Slides panels up and down to insure specified alinement.
3. Verifies dimensions, using fixed gage, rule, or square.
4. Returns defective workpiece for repair or performs such minor repairs as tightening screws, adjusting balance, and rolling or hammering out small dents, using handtools.
5. May apply gummed tape around frame, screen, or glass, pack pieces according to size, and insert screens and glass panels into frames to prepare pieces for shipping.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSPECTOR, BICYCLE (806.687-030)

Inspects bicycles for defects in assembly and finish.

JOB DUTIES:

1. Examines bicycle to detect missing equipment, flaws in paint, and alinement of frame, sprockets, and wheels.
2. Turns pedals, spins wheels, and moves parts to verify specified adjustment.
3. Informs bicycle repairer of defects.
4. May perform assembly line duties.
5. Maintains clean working area.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Levle-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

INSTALLER, DOOR FURRING (806.687-034)

Installs prefabricated furring strips and insulation material into metal railroad car doors, using handtools.

JOB DUTIES:

1. Positions and alines door frame on assembly rails, using hoist.
2. Removes paint from studs in door frame, using paint remover and brush.
3. Applies sealing compound to designated points in frame, using calking gun.
4. Positions furring strips over sealing compound and fits furring to frame, using impact wrench.
5. Fits prescribed amounts of insulation material between furring strips.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, AIRPORT MAINTENANCE (899.687-014)

Maintains and repairs airport facilities and grounds by performing any combination of following tasks.

JOB DUTIES:

1. Operates sweeping machine to clean streets of dust and trash.
2. Operates power mower to mow lawns and fields of airport.
3. Plants, waters, fertilizes, and prunes shrubs and plants to beautify air equipment.
4. Cleans runway drain ditches, catch basins, and drains, and fills holes in fields and grounds, using shovels, hoe, and rake.
5. Repairs damaged fences, replaces defective or damaged parking meters and weathered traffic signs, using handtools.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LABORER, POLE CREW (821.687-010)
ALSO POLE SETTER; STEEL-POST INSTALLER

Installs steel posts used to support street lights, traffic signals, and powerlines.

JOB DUTIES:

1. Guides post into position on previously installed base as it is lowered by truck-mounted hoist.
2. Sights post against previously installed post.
3. Uses carpenter's level, and inserts shims under post until post is vertical.
4. Tightens bolts to secure post to base, using wrench.
5. Reports unusual problems to supervisor.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER, SHIPYARD (809.687-022)

Performs following tasks in shipyards.

JOB DUTIES:

1. Loads vehicles, using handtruck, or dolly.
2. Washes trucks and other vehicles.
3. Cleans ships, piers, drydocks, and other working areas, using broom and water hose.
4. Opens shipping crates, using hammer and pinchbar.
5. Sorts lumber, metals, and other scrap materials.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

MOLD FINISHER (809.687-026)
ALSO MOLD PREPARER

Cleans and waxes fiberglass boat molds preparatory to molding.

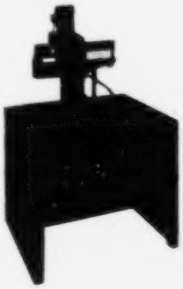
JOB DUTIES:

1. Washes molds, using sponge.
2. Waxes and polishes interior of mold, using cloth, or electric buffer.
3. Brushes parting agent on mold to facilitate removal of cast after molding.
4. Transfers prepared molds with handtruck.
5. Maintains clean work area.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

MOTOR-TEST HELPER (806.687-038)



Positions gasoline, diesel, and liquefied petroleum motors on test stands, using hoist, and prepares motors for test runs.

JOB DUTIES:

1. Moves motors to and from test stands and between test stations, using overhead electric screwdriver and wrench.
2. Bolts dynamometer shaft to diesel motor flywheel prior to horsepower test.
3. Clamps electric cables of electric starter to motor starter or engages pneumatic starter drive with motor crankshaft and starts motor.
4. Turns supply line valve off after test period, removes lines.
5. Moves motor to storage area, using hoist.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

OIL-BURNER-SERVICER-AND-INSTALLER HELPER (862.687-022)

Assists Oil-Burner-Servicer-and-Installer in installing and servicing automatic oil burners in homes and commercial establishments.

JOB DUTIES:

1. Carries tools and equipment, such as burners, pipes, pipefittings, handtools, portable power tools, plaster, and insulating materials from truck to worksite.
2. Loosens bolts and screws of ashpit and grate bars.
3. Lifts disassembled parts from work area.
4. Hands tools and parts to worker drilling holes in walls, installing oil storage tanks, pipes, and insulating material.
5. Loosens bolts of oil burners, using wrenches, and removes and cleans oil strainer and sediment bowl with rag.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

OUTBOARD-MOTOR INSPECTOR (806.687-042)

Inspects outboard motors at end of assembly line for conformance to factory standards, preparatory to shipment.

JOB DUTIES:

1. Examines motor for missing parts, dents, scratches, and paint imperfections, such as runs and spots.
2. Moves shifting lever into drive positions and pulls starter rope.
3. Opens cover latches and doors, and moves tilt lever.
4. Releases lever, starter lock and reverse lock, to verify operation of parts.
5. Records defects on inspection tag.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction High Perceptual Discrimination

PAINTER HELPER, SHIPYARD (840.687-010)

Assists Painter, Shipyard in performing any combination of following duties.

JOB DUTIES:

1. Pours specified amounts of chemical solutions into stripping tanks.
2. Places articles such as cabinets, metal furniture, and paint containers into stripping tanks and removes articles after prescribed period of time.
3. Fills cracks in plaster surfaces with putty or epoxy compounds, using putty knife.
4. Smooths surfaces to be painted, using wire brush, sandpaper or portable sanding band buffing equipment
5. Strips masking tape over surfaces not to be painted.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-PAINT FUMES

PROJECT-CREW WORKER (891.687-018)

Cleans walls, floors, ceilings, and structural members of buildings, using steam-cleaning equipment brooms, and scrapers.

JOB DUTIES:

1. Removes spillage and overflow of materials being processed or manufactured, with shovel and rake.
2. Applies sealer to tile and concrete floors to protect them against subsequent spillage, using mop or brush.
3. Sprays insecticides and fumigants over cleaned areas to prevent insect and rodent infestation.
4. Mixes pre-mixed solvents and solutions.
5. Maintains equipment in clean working order.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

RIVET BUCKER (800.687-010)

ALSO RIVETER HELPER

Performs any combination of following tasks to assist in riveting structural parts or assemblies together.

JOB DUTIES:

1. Lifts structural parts into position for riveting, using hoist.
2. Alines rivet holes, using clamps, duft pins, and hammer.
3. Bolts parts together to temporarily secure structure for riveting, using impact wrench.
4. Pushes riveting machine along monorail to position machine over rivet.
5. Reams misalined rivet holes, using portable drill and hand reamer.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

ROLLER (806.687-046)

Positions, smooths, and compresses layers of fiberglass on boat hulls to strengthen weak spots and eliminate air pockets, using metal or fiber rollers.

JOB DUTIES:

1. Positions fiberglass cloth on stress points of boat hull according to specifications.
2. Sprays resin compound over fiberglass, using portable spray gun.
3. Smooths and compresses fiberglass to eliminate air pockets and strengthen hull, using rollers.
4. Cuts excess fiberglass material from hull, using scissors.
5. Disposes of debris.

Functional Competencies

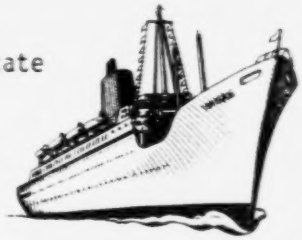
Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHIPFITTER HELPER (806.687-050)

Assists Shipfitter in fabricating, assembling, and installing bulkheads, plates, frames, stanchions and other heavy steel strucutural parts within hull of ship by performing following tasks.

JOB DUTIES:

1. Obtains tools and materials from storage and carries them or arranges for their transportation to worksite.
2. Assists Shipfitter in establishing reference points on structural member or steel parts to indicate bending, cutting, drilling, and other machining necessary to fabricate steel into ship members.
3. Holds workpieces during welding operations.
4. Cleans slag from welds, using slag hammer and wire brush.
5. Grinds welds smooth using portable grinder.



Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

TANK PROCESSOR (891.687-026)

Cleans interior of fuel tanks in aircraft wings, using stripping solution and air-pressure gun.

JOB DUTIES:

1. Enters tank and seals frame stringers and stiffeners (braces) with plugs or sealing compound.
2. Sprays surfaces with stripping solution to loosen sealants, using air-pressure gun.
3. Sprays steam over surfaces to loosen sludge, using pressure hose and removes sludge from tank with hand scraper, brushes, and buckets.
4. Neutralizes odors from chemicals over stripped areas by spraying aromatic solution.
5. Dries cleaner surfaces with airhose.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-ODOR/FUMES****
****HAZARDOUS****

TANK-SETTER HELPER (801.687-018)
ALSO TANK-BUILDER HELPER

Assists Tank Setter in erecting metal tanks used to store crude oil, performing following tasks.

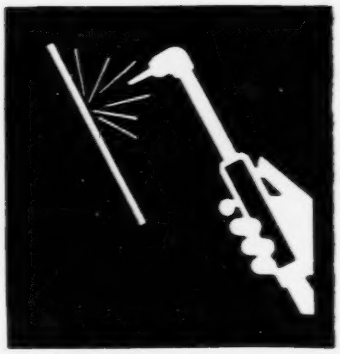
JOB DUTIES:

1. Shovels and spreads dirt over designated area and pulls straightedge (plank) over surface to tank base.
2. Brushes sealing compound on felt or asbestos strips used to seal tank joints.
3. Bolts tank sections together to assemble tanks and inserts sealing strips in joints.
4. Erects scaffolds.
5. Carries tools and materials.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

THERMAL-CUTTER HELPER (819.687-014)
ALSO WELDER HELPER



Performs any combination of following duties to assist workers in welding, brazing, and thermal and arc cutting activities.

JOB DUTIES:

1. Moves work-pieces, tools, and supplies, manually or by handtruck.
2. Lifts, moves and holds, or clamps workpieces to table, into jigs, or into position as directed, manually or by using hoist, pry bars, wrenches, hammer, and wedges.
3. Cleans workpieces to remove impurities, such as slag, rust, and grease, using wire brush, portable grinder, hand scraper, or chemical solutions.
4. Connects hoses from hand torch to oxygen and fuel gas cylinders or connects cables from power source to electrode holder and workpiece or fixture.
5. Starts gasoline engine to activate electric generators.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Medium Perceptual Discrimination

TIMBER-FRAMER HELPER (869.687-042)

Assists Timber Framer to cut and erect supports in mine.

JOB DUTIES:

1. Places and holds timbers, such as posts, headers, and cap-pieces in position for sawing and notching.
2. Saws, hews, and nails timbers as directed.
3. May furnish other workers with materials, tools and supplies.
4. May hold materials or tools in position for another worker.
5. Maintains clean and clear work area.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

WELD INSPECTOR (819.687-010)

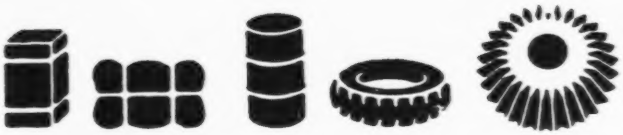
Inspects welded or soldered joints and seams for defects, such as cracks, cold weld, spatter, and undercuts.

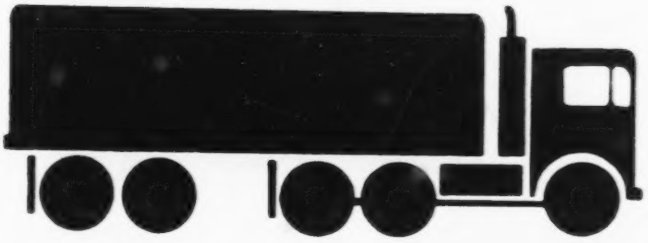
JOB DUTIES:

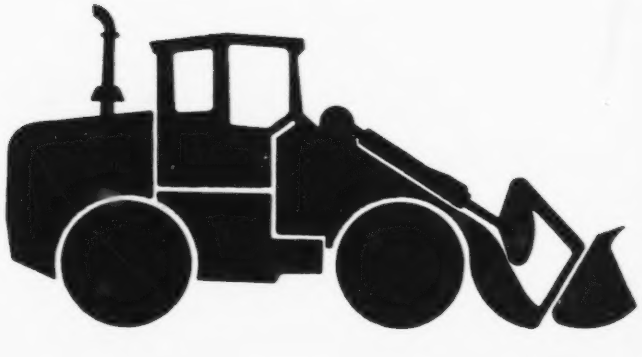
1. Tests joints or seams, using either of following methods.
2. Connects test-fittings to pipe, turns valve to admit compressed air, and immerses pipe in water, or brushes soapy water onto pipe to locate leaks.
3. Probes soldered joints, using pointed tool, to locate defects.
4. Marks location of defects, using crayon, and routes defective parts to repair area.
5. May use dye penetrants or magna-flux equipment during inspection.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination







PACKAGING, TRANSPORTATION, MINING
AND MISCELLANEOUS OCCUPATIONS

APPLE PACKER (920.687-134)
ALSO BASKET TURNER; FACE-AND-FILL PACKER; LETTUCE TRIMMER; PACKER, AGRICULTURAL PRODUCE; RING PACKER; TOPPER PACKER; APRICOT PACKER; AVOCADO PACKER; BOXER; CAPPER; CHERRY PACKER; CITRUS-FRUIT PACKER; CRATER; CRATE TIER; CULLED-FRUIT PACKER; EGG PACKER; FRUIT PACKER WORKER, FACE-AND-FILL; FRUIT PACKER, WRAP-AND-PLACE; HEADER; LIDDER; MAKE-UP MARKET WORKER, TRUCK GARDEN; MELON PACKER; MUSHROOM; PEAR PACKER; PLANT PACKER; PLANT WRAPPER; PLUM PACKER; RING FACER; SEED PACKER; TOBACCO PACKER; TREE WRAPPER

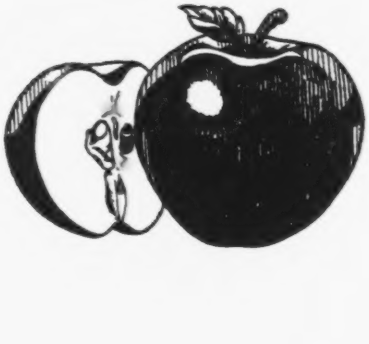
Packs agricultural produce, such as nuts, eggs and vegetables, for storage or shipment, performing any combination of following duties.

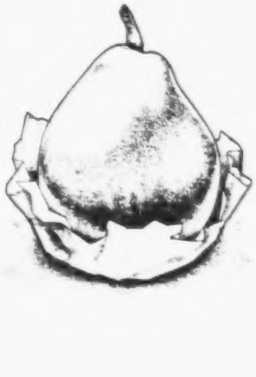
JOB DUTIES:

1. Lines box, barrel, basket, carton, or crate with treated paper, cardboard, excelsior, or prepared padding, or inserts paper trays or separators, in container.
2. Places rows of produce in layers in containers, and inserts excelsior, shredded cellophane, or paper trays after each layer and over top layer of produce, or scoops produce into container.
3. Wraps produce in treated paper, foil, or plastic film wrap before ranging produce in successive rows in container.
4. Positions basket liner upside down over ring of produce on pallet and fills basket liner with specified amount of produce.
5. Places basket upside down over filled liner on pallet.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination





AIRPLANE CLEANER (919.687-014)

ALSO AUTOMOBILE WASHER; BUS CLEANER; CAR CLEANER; CLEANER; COACH CLEANER; TRUCK WASHER; CABIN-SERVICE AGENT

Cleans interior and exteriors of transportation vehicles.

JOB DUTIES

1. Clean interior of vehicle, using broom, cloth, mop, vacuum, and whisk broom.
2. Clean windows with water, cleansing compounds, and cloth or chamois.
3. Replenishes sanitary supplied in vehicle compartments.
4. Remove dust, grease, and oil from exterior surfaces of vehicles, using steam-cleaning equipment, spraying equipment, brush or sponge.
5. May polish exterior of vehicle.

Functional Competencies

Things　Light Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　Low Perceptual Discrimination

APPLE-PACKING HEADER (920.687-010)

Affixes lids on apple-filled barrels, using foot-operated or power driven press, hand mallet and cooper's iron.

JOB DUTIES:

1. May rearrange top layer of fruit to make lid fit properly.
2. May fasten lids on other containers.
3. Keeps press in operating condition.
4. Matches lid size to barrel.
5. Transports barrels to shipping with cart.

Functional Competencies

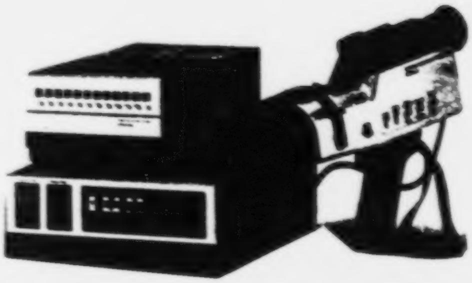
Things　Heavy Phys Strength　Continuous Man Dexterity
Math Level-None　Reading Level-None
Minimal People Interaction　Low Perceptual Discrimination

ASSISTANT CAMERA OPERATOR (962.687-010)
ALSO DOLLY PUSHER

Pushes television camera dolly around studio, as directed by Camera Operator, Television, to follow action of scene being broadcast.

JOB DUTIES:

1. Clears lines and furniture from moving camera.
2. Follows hand directgions by Camera Operator.
3. Helps load and unload tape in camera.
4. May clean camera lense.
5. Helps set-up studio as directed.



Functional Competencies

People/Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Continuous People Interaction   Low Perceptual Discrimination

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AUTOMOBILE SEAT-COVER INSTALLER (915.687-010)

Installs prefabricated seat covers in automobiles.

JOB DUTIES:

1. Place covers over seats and backs, smoothing them by hand to remove wrinkles.
2. Fasten covers by closing zippers, joining snap fasteners or securing them to cushion frame or springs.
3. Uses snap grip to position and fastens snaps.
4. May trim off torn material or loose threads.
5. Cleans-up work area when completed.

Functional Competencies

Things   Medium Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Intermittent People Interaction   Low Perceptual Discrimination

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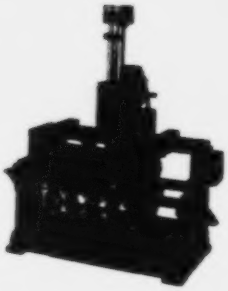
AUTOMOBILE STEAM WASHER (915.687-026)
ALSO STEAM CLEANER; STEAM-CLEAN-MACHINE OPERATOR

Cleans engines, bodies, and chassis of automotive vehicles, using high pressure steam hose and detergent solution.



JOB DUTIES:

1. Starts boiler to generate steam.
2. Sprays steam and detergent solution over vehicle chassis, engine or parts, to remove dirt and grease.
3. Lowers engine or chassis parts into tank of detergent solution, by hand or by use of hoist, to clean inaccessible surfaces.
4. Scrapes off adherent grime and grease, using wire brush or putty knife.
5. May spray vehicle body with steam and caustic compound to remove paint.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BAGGAGE HOLDER (910.687-010)

Loads and stores baggage on passenger train, bus or plane.

JOB DUTIES:

1. Inspects tags on baggage to insure that baggage is routed to designated train, bus or plane.
2. Loads baggage in car according to destination recorded on tags, placing baggage to be unloaded last in rear of car.
3. Unloads baggage from train, bus or plane onto trailers at destination.
4. Resorts baggage according to destination.
5. Sets out lost or unclaimed baggage.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination

BAGGER (920.687-018)

Covers garments or household articles with plastic or paper bags by any of following methods.

JOB DUTIES:

1. Hands garments or article on stand and covers with plastic bag.
2. Pulls plastic from rolls, sliding plastic material over article and tearing plasic at perforations to form bag of desired size.
3. Hangs garment on holder in machine and pulls plastic from roll to envelop garment.
4. Pushes button or moves lever to close heating irons that cut and seal plastic to form bag of desired dimensions.
5. Hangs bagged article on slide rail or rack.

Functional Competencies

Things Light PHys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BAGGER (920.687-018)
ALSO GROCERY PACKER

Bags groceries in sack or carton and carries or pushes groceries in cart to customer's car.

JOB DUTIES:

1. Collects shopping carts from parking and surrounding areas and returns carts to store.
2. Replaces cleaning and wrapping supplies used at food checkout counter.
3. Cleans work area and carries empty bottles and trash to storeroom.
4. May price and stack food articles on shelves.
5. May get price check on unmarked items.

Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Continuous People Interaction Low Perceptual Discrimination

BALE PILER (929.687-030)
ALSO MATERIAL HANDLER; DISTRIBUTOR; FLOOR WORKER; LINE SUPPLY; LOADER AND UNLOADER; SERVICER; STACKER; UTILITY WORKER; FILLING HAULER, WEAVING; LUGGER; BLUNGER LOADER; VEHICLE UNLOADER; OUTSIDE TRUCKER; PLATFORM LOADER; BATCH TRUCKER; CAR LOADER; CLOTH HAULER; COAL PASSER; COMPRESS TRUCKER; HOGSHEAD DUMPER; KILN-CAR UNLOADER; LABORER, YARD; LOADER; LUMBER-YARD WORKER; MERCHANDISE CARRIER; MOLD MOVER; OVEN STRIPPER; OVEN UNLOADER; PACKAGING-MACHINE-SUPPLIES DISTRIBUTOR; SLAB PICKER; POWDER TRUCKER; RACK CARRIER; RACKER; RETORT LOADER; ROPER; ROVING STOCK HANDLER; SCRAP WHEELER; SEGREGATOR; SUGAR TRUCKER; TIRE TRUCKER; TRUCKER, HAND

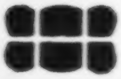
Loads, unloads, and moves materials within or near plant, yard, or worksite, performing any combination of the following duties.

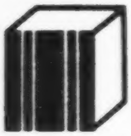
JOB DUTIES:

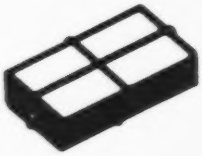
1. Reads work order or follows oral instructions to ascertain materials or containers to be moved.
2. Open (opens) containers, using steel cutters, crowbar, clawhammer, or other hand tools.
3. Loads and unloads materials onto or from pallets, trays, racks, and shelves by hand.
4. Loads materials into vehicles and installs strapping, bracing, or padding to prevent shifting or damage in transit, using handtools.
5. Conveys materials to or from storage, or worksite to designated areas, using handtruck, electric dolly, wheelbarrow, or other devices.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination







BALER (920.687-046)
ALSO BUNDLER, SEASONAL GREENERY; BUNCHER; TAGGER; TRIMMER

Bundles decorative greens (forest greenery) and Christmas trees for shipments, performing combination of following tasks.

JOB DUTIES:

1. Examines greens and discards branches with discolored or sparse leaves.
2. Arranges greens and discards branches into bundles as specified, weighs greens, ties greens into bundles, and records number and type of bundles.
3. Sorts Christmas trees on conveyor belts according to size and quality of trees.
4. Ties specified number, size and quality of trees into bundles and affixes tags to bundles.
5. May trim greens or trees, using hatchet.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BALE SEWER (920.687-022)
ALSO SEWER, HEAD

Sews burlap covering on baled agricultural produce, such as cotton or hops.

JOB DUTIES:

1. Pulls edges of covering material together, folds in end flaps and secures edges of covering material together, folds in end flaps and secures end flaps temporarily with awl.
2. Threads spring-eye sack needed with twine and sews seams.
3. May weigh, stencil, and tags bales.
4. May wrap double compressed bales with metal bands for export shipment.
5. May sew burlap covering on baled produce, using portable sewing machine.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High
Perceptual Discrimination

BANDER (920.687-190)
ALSO BUNDLER; TIE BINDER

Binds neckties together prior to packing.

JOB DUTIES:

1. Places cardboard forms beneath and on top of stack of folded neckties.
2. Binds stack of ties, using rubberbands, paper strips, or tape.
3. May stamp information, such as number of ties and tie style on cardboard forms.
4. May slide paper or plastic identification bands onto ties or insert labels into pretied knot.
5. Sets aside torn ties.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BANDER, HAND (920.687-026)
ALSO NAPKIN-BAND WRAPPER; PAPETERIE-TABLE ASSEMBLER; TOWEL BANDER

Wraps printed paper bands (labels), plain unprinted bands, or ribbons, around specified number of prestacked paper items, such as napkins, envelopes, towels, or notebook paper.

JOB DUTIES:

1. Brushes glue on one end of band and presses ends together.
2. Stacks banded packages on table or places packages in containers.
3. May be designated according to type of paper item banded.
4. Sets aside torn or frayed paper.
5. Maintains supply of glue at proper consistency.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BANDER (920.687-030)
ALSO CIGAR BANDER, HAND

Wraps trademark band around cigars.

JOB DUTIES:

1. Moistens or applies paste to tip end of band.
2. Presses ends of band together around cigars.
3. Places banded cigars aside for further processing.
4. Sets aside broken cigars.
5. Keeps supply of bands and cigars.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BANDOLEER PACKER (920.687-034)

Packs small arms ammunition in bandoleer belt pockets.

JOB DUTIES:

1. Compares ammunition identification data stenciled on belt with work order to insure packing of specified caliber cartridges.
2. Places cardboard separator between two filled ammunition clips and slides clips into cardboard packet.
3. Holds bandoleer pocket open with spoonlike tool.
4. Inserts packet into packet.
5. Closes pocket flaps and piles belt on handtruck.

Functional Competencies

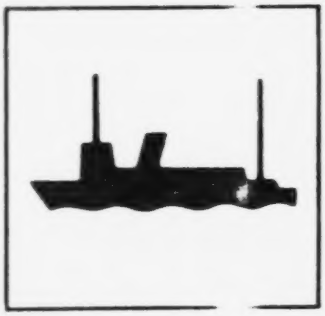
Thigs Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Percpetual Discrimination

BARGE HAND (911.687-022)

ALSO DECKHAND; DREDGE DECKHAND; FERRYBOAT DECKHAND; SCOW DECKHAND; TUGBOAT DECKHAND

Performs any combination of following duties aboard watercraft, such as dredges, ferryboats, scows, and river boats.

JOB DUTIES:



1. Handles lines to moor vessel to wharves, ties up vessel to another vessel, or rigs towing lines.
2. Sweeps and washes decks, using broom, brushes, mops, and firehose.
3. Lowers and mans lifeboat in case of emergencies.
4. Stands steering watches or lookout watches while underway.
5. Moves controls or turns hand-wheels to raise or lower passenger or vehicle landing ramps or kelp-cutter mechanism.

Functional Competencies

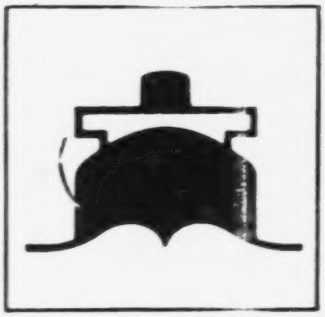
Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination

BARGE LOADER HELPER (911.687-010)

ALSO BOAT-LOADER HELPER; DOCK HELPER; PIER HAND HELPER; WHARF HELPER; WHARF-TENDER HELPER

Assists Boat Loader to pump liquid cargo, such as petroleum, gasoline, heating oil, sulfuric acid, and alum liquor, from and into barges and tankers.

JOB DUTIES:



1. Catches mooring hawsers and ties them around dock posts to secure vessels.
2. Couples hoses to valves on ship's tanks and turns handwheels to open or close valves.
3. Removes lines from vessels and casts off hawsers.
4. Drains loading hoses and places them on dollies.
5. Cleans oil and waste materials from dock, using squeegees, broom, and rags.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BATTERY STARTER (932.687-010)
ALSO CHUTE LOADER; LOADER; RAILROAD-CAR LOADER

Loads trucks, railroad cars, or conveyors with sand, gravel, coal, crushed stone, or other minerals.

JOB DUTIES:

1. Pulls levers or presses buttons to open and close chute of storage bin to regulate flow of materials.
2. Loosens clogged material, using metal bar or compressed air.
3. May position cars under chute.
4. May spray water on materials to settle dust.
5. May keep record of materials loaded.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

BELT CLEANER (911.687-014)
ALSO CLEANER; BOAT CLEANER; DOCK CLEANER

Cleans coal or coke from holds of ships, docks, or areas around chutes, conveyors, crushers, coke ovens, and screens, using airhose, brooms, scrapers, shovels, and wheelbarrow.

JOB DUTIES:

1. May feed coal, using shovel and wheelbarrow, through crusher to obtain for laboratory analysis.
2. May extinguish minor oven door fires, using water hose.
3. May be designated according to work area.
4. Keeps tools clean and ready for use.
5. Follows safety procedures in dusty areas.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-DUST****

BELT PICKER (939.687-010)

Removes lumps of slate, wood, wire, clay, or other impurities from extracted minerals passing on conveyor belt, picking table, or shaker screen.

JOB DUTIES:

1. Throws lumps of usable material into bins for further processing.
2. Routes impurities to disposal area.
3. May assist in changing conveyor belts or screen and repairing plant equipment.
4. Follows safety practices for lifting and wearing face mask.
5. Report unusual conditions to foreman.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BINDER-AND-WRAPPER PACKER (922.687-014)

Packs binder and wrapper tobacco leaves in cases preparatory to storage.

JOB DUTIES:

1. Picks up leaves by stems and places them in case.
2. Places burlap covering over leaves, climbs into case, and walks on covering to compact tobacco, removing burlap for use in repeating process for subsequent layers.
3. Nails boards over top of case.
4. Conveys case to storage room, using handtruck.
5. Cleans up work area.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BIN FILLER (922.687-010)

ALSO BIN PACKER; LEAF BINNER; LEAF TINNER

Packs tobacco filler leaves in storage bin, positioning leaves in rows to prevent breakage.

JOB DUTIES:

1. Covers leaves with rubber sheet and closes bin.
2. Cleans storage bin when empty.
3. Transports tobacco to and from storage bin with cart.
4. May use spray to moisten leaves.
5. Reports unusual conditions to supervisor.

Functional Competencies

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Things       Medium Phys Strength       Intermit Manual Dexterity
         Math Level-None            Reading Level-None
Minimal People Interaction         Low Perceptual Discrimination
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BLUEPRINT ASSEMBLER (920.687-038)

ALSO BLUEPRINT TRIMMER; CUTTER; TRIMMER

Cuts blueprints, measures print margins, punches holes in prints, and folds, staples, and labels blueprints for shipment.

JOB DUTIES:

1. Cuts individual print from continuous strip of processed prints, using shears.
2. Verifies dimensions of blueprint margins, using ruler, and cuts off excess, using shears.
3. Punches holes in blueprint, using paper punch, and folds prints.
4. Staples specified number of prints to folded edges of wrapping paper to form bound set.
5. Writes name and address of customer on wrapping.

Functional Competencies

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--------------------------------------------------------------
Data/Things    Light Phys Strength       Continuous Man Dexterity
         Math Level-Sixth            Reading Level-Sixth
Intermittent People Interaction    High Perceptual Discrimination
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BOAT PULLER (911.687-018)
ALSO COAL TRIMMER

Positions barges to be loaded with coal under coal tipple, using electric winch or hand ropes.

JOB DUTIES:

1. May spread coal evenly with shovel in holds of ships.
2. Follows safety procedures for working under coal chute.
3. Wears face mask when appropriate.
4. Follows direction of Loader when placing barges under tipple.
5. Ties down rope to stabilize barge.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

****HAZARDOUS-COAL TIPPLE FLOATING BARGE****

BOBBIN SALVAGER (922.687-018)
ALSO BOBBIN SORTER; SPOOL SALVAGER

Sorts bobbins or spools according to type or number and places bobbins in specified bin or box.

JOB DUTIES:

1. Inspects bobbins or spools for defects.
2. Removes waste yarn from bobbins or spools.
3. May remove identification stickers or disks from cleaned bobbins or spools.
4. May convey sorted bobbins or spools to specified work station, using handtruck.
5. Keeps work area clear of lint and waste yarn.

Functional Competencies

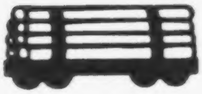
Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BOLT LOADER (922.687-022)
ALSO CAR LOADER

Loads and stacks halved or quartered stave-logs in cars that are rolled into steam tunnel.

JOB DUTIES:

1. Aligns stacked logs onto cars.
2. Uses picks ton move and ajust logs.
3. Follows safety procedures.
4. May record number of logs processed.
5. Reports unusual conditions to supervisor.



Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

BOTTLE-LABEL INSPECTOR (920.687-042)
ALSO BOTTLING-LINE ATTENDANT; STAMP PRESSER; STRIP-STAMP STRAIGHTENER; LINE OPERATOR

Prepares filled whisky bottles for packing and shipping, performing any combination of following duties.

JOB DUTIES

1. Pastes labels and tax stamps on filled whisky bottles as bottles pass on conveyors.
2. Examines bottles to ascertain that labels and stamps have been correctly applied.,
3. Straightens labels and stamps on bottles.
4. Packs whiskey bottles into cartons.
5. Pastes identification labels on cartons.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

BOTTOM-HOLE-PRESSURE-RECORDING-OPERATOR HELPER (930.687-010)

Unloads recording equipment at well site for use in determining pressure in oil or gas wells.

JOB DUTIES:

1. Attaches conductor cable to instrument and tightens clamps, fittings, and electrical connections, using wrenches and screwdrivers.
2. Observes coiling of conductor cable on hoist drum to prevent damage to cable.
3. Dismantles equipment after use.
4. May drive truck to and from well site when working as member of crew.
5. Assists in other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

****HAZARDOUS-HEAVY EQUIPMENT UNLOADING****

BOX ICER (922.687-046)

ALSO CRATE ICER; FISH ICER; TOP ICER

Deposits layer of crushed ice on fresh food products packed in barrels, boxes, or crates, to refrigerate them during shipment.

JOB DUTIES:

1. Scrapes off surplus ice and passes crate along conveyor system, slides crate to Lidder.
2. May place lid on container and move container to storage or shipping area, using handtruck.
3. May shovel ice into ice compartment of food distribution trucks.
4. May be designated according to container in which product is packed.
5. May transport crushed ice to work location, using handtruck.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITION-COLD****

BROKE HANDLER (929.687-022)
ALSO LUMBER SALVAGER; LABORER, SALVAGE; METAL SORTER; RAG SORTER; SACK SORTER; SCRAP BURNER; RECLAIMER; SALVAGER; TRASH COLLECTOR; WASTE COLLECTOR

Salvages materials in industrial or commercial establishment, performing any combination of duties.

JOB DUTIES:

1. Collects reusable items or waste materials, such as lumber paper, rags, fiber, yarn, rubber, beer, and soft drink bottles, chemicals, and scrap metal, in scrap gondolas, barels, or other containers, using handtruck, industrial truck, or wheelbarrow.
2. Inspects materials and sorts items or materials into piles or places in bins or barrels according to type, size, condition, coloring, marking, or other characteristics.
3. Salvages reusable materials and disposes of waste by pouring into sewer or waste containers, loading onto vehicle, or by burning or baling waste.
4. Moves reusable materials to production department or storage.
5. Separates metal particles from waste, using wire screen or magnet.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

BULL-GANG WORKER (922.687-026)
ALSO HOGSHEAD ROLLER; LOAD-OUT WORKER; ROLLER

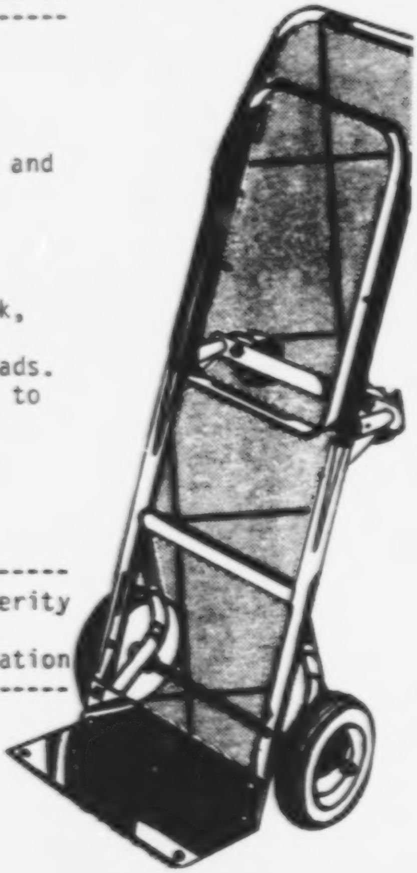
Moves hogsheads of tobacco, between departments, onto scales and onto truck or boxcars by rolling or using handtruck.

JOB DUTIES:

1. Stacks hogsheads in tiers or removes hogsheads from stack, using skids and stick or iron bar.
2. Works as member of team when stacking and loading hogsheads.
3. May call hogshead number and grade stenciled on hogshead to Booking Prizer as hogsheads are rolled onto scale.
4. Assists as directed in loading or use of handtruck.
5. May record scale weight on billing ticket.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination



BURLAPPER (929.687-042)
ALSO ROLL COVERER, BURLAP; WRAPPER-AND-BAGGER, SHEETING

Wraps or ties pieces of burlap around rolls of cloth or inserts rolls into burlap bag to protect cloth during shipment.

JOB DUTIES:

1. Trims excess twine and burlap, using scissors.
2. May sew burlap.
3. Places cloth on handtruck for shipping area.
4. May record number and type of cloth.
5. Marks identification ticket.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

CAN FILLER (922.687-030)

Fills carrying cans with tobacco leaves from storage bins.

JOB DUTIES:

1. Removes tobacco leaves from storage bins and spreads tobacco on table to separate leaves stuck together.
2. Places tobacco in can in manner that prevents leaves from being compressed.
3. Places cover on can and carries can to scales to be weighed.
4. Places weighted cans on handtruck.
5. May keep production rate.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Masth Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CAN INSPECTOR (920.687-050)
ALSO SEAM CHECKER

Inspects lid seams of closed food or beverage cans to ascertain if lids conform to sealing specifications.

JOB DUTIES:

1. Collects random samples of filled cans discharged by closing machine.
2. Cuts out center of lid, using an opener and empties contents.
3. Measures thickness of lid seam, using micrometer.
4. Removes crimped edge of lid (lid hook), using pliers, and measures thickness of crimped edge of can wall (can hook), using micrometer.
5. Records measurements of seam and can hook.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Sixth Reading Level-Sixth
Intermittent People Interaction Low Perceptual Discrimination

CAN PATCHER (920.687-054)

Places rejected can on scale to ascertain amount of off-weight.

JOB DUTIES:

1. Adjusts contents to bring to standard weight.
2. Places repacked cans on lidding machine conveyor.
3. May repack contents of cans improperly packed by machine.
4. Keeps records of rejects by type.
5. Communicates results with production staff.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination

CAN RECONDITIONER (920.687-058)

Examines and reconditions rusted and soiled cans containing food.

JOB DUTIES:

1. Taps cans with mallet to determine if cans meet vacuum specifications.
2. Sets rejects aside.
3. Removes rust from cans, using revolving wire brush, and buffer.
4. Immerses cans in washing solution to remove dirt.
5. Stacks or packs reconditioned cans.

Functional Competences

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Percpetual Discrimination

CAP INSPECTOR (920.687-194)

ALSOS VACUUM TESTER, CANS

Taps lids of cans or jars with stick as they pass on conveyor to determine if container is vacuum sealed.

JOB DUTIES:

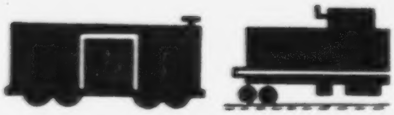
1. Removes defective containers for reprocessing.
2. May fed containers into vacuum changer to determine if cans are sealed.
3. Maykeep record of number and type of items.
4. Keeps work area clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CAR COOPER (910.687-014)
ALSO CAR WHACKER

Prepares railroad freight cars for loading with grain, ores, packaged goods and other items.



JOB DUTIES:

1. Opens side drop or hopper-bottom doors of cars.
2. Sweeps, scrapes, and shovels rubbish from floors.
3. Hammers down or removes protruding nails from floors and sides.
4. Closes car doors and hammers wooden wedges through latches to secure them.
5. May line interior of cars and doors with paper or cardboard.

Functional Competencies

Thngs Heavy Phys Strength INtermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CARDBOARD INSERTER (920.687-062)
ALSO TISSUE INSERTER

Inserts cardboard in stretchable socks to shape socks for display.

JOB DUTIES:

1. Places cardboard insert through opening in sock form.
2. Pulls sock over form.
3. Removes sock containing insert from form.
4. May perform other duties as assigned.
5. Groups socks by color and type.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level_None
Minimal People Interaction Low Perceptual Discrimination

CAR-DUMPER-OPERATOR HELPER (921.687-010)
ALSO CAR-LOADER HELPER

Performs following tasks in dumping grain from railroad cars.

JOB DUTIES:

1. Slides open and secures car doors.
2. Removes wood and paper from grain flowing from tipped cars, using grappling hooks.
3. Positions metal plank in car to guide grain dumped into hopper.
4. Sweeps empty car and closes door.
5. May lower road crossing gates at rail and road intersection.

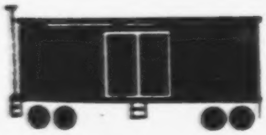
Functional Competencies

Things   Medium Phys Strength   Minimal Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

**UNPLEASANT WORKING CONDITIONS-DUST

CAR-ICE-BUNKER FILLER (910.687-018)
ALSO CAR ICER; ICER, AIR CONDITIONING; REFRIGERATOR-CAR ICER

Fills bunkers of railroad, such as citrus fruits, bananas, and meat, during shipment.



JOB DUTIES:

1. Breaks up blocks office, using bar and pick.
2. May blow crushed ice over perishable products, using ice crushing machine equipped with blower device.
3. Sweeps up excess ice.
4. Closes top roof vents on car.
5. Secures door.

Functional Competencies

Things   Medium Phys Strength   Minimal Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-COLD

CAR PINCHER (922.687-034)
ALSO CAR SHIFTER

Moves railroad cars or tank cars in yard or at loading dock, using pinchbar inserted under car wheel to position domes of railcars under loading spouts.

JOB DUTIES:

1. May place planks between coke ovens and top of railroad to provide path for wheelbarrrows.
2. May daub coke oven doors with clay to regulate air intake.
3. Follows safety standards.
4. Keeps tracks clear.
5. Follows directions as needed.

Functional Competencies

Things Light Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

CARRIER PACKER (920.687-066)

Packs military gas masks into canvas carriers.

JOB DUTIES:

1. Inserts gas-mask canisters into carriers, using manually operated table jig.
2. Ties facepieces around cardboard forms, using string.
3. Inserts facepieces and hose tubes of masks into carriers.
4. Tightens straps in buckles of carriers to obtain compact units for military use.
5. Places gas masks on conveyor for transfer to shipping rooms.

Functional Competencies

Things Light Phys Strength
Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CAR SALTER (939.798-014)

ALSO CLEANER; COMPANY LABORER; CAR CLEANER; LABORER, MINE; LOADER; MUCKER; SHOVELER; SCRAPER; STRIPPER; TRIMMER

Works in underground or surface mine, pit, or quarry, or at tipple, mill, or preparation plant, performing any combination of the following tasks.

JOB DUTIES:

1. Cleans working areas and haulage tracks; digs and maintains drainage ditches; or shovels muck, ore, coal, or rock aside, into cars, or onto conveyors.
2. Pushes loaded mine cars from working place to haulage road and couples them together for transportation to surface.
3. Positions and adjusts bits on drill shaft and places cables, jacks, roof bolts, and related equipment in specified locations.
4. Trims protrusions from walls and roofs of underground passageways and rooms.
5. Strips (cleans) residue of rock and dirt from exposed coal, ore, or rock formations.

Functional Competencies

Things   Heavy Phys Strength   Minimal Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

HAZARDOUS
UNPLEASANT WORKING CONDITIONS-DUST/HUMIDITY

CARTON FILLER (920.687-130)

ALSO PACKER; CASE PACKER; CASE SEALER; CUT-PLUG PACKER; SMOKING-TOBACCO PACKER, HAND; TWIST PACKER

Packs wrapped or packaged tobacco products into cartons or packs filled cartons in shipping containers.

JOB DUTIES:

1. Examines tobacco products for defects, such as excess moisture in chewing tobacco plugs, loosely sealed wrappers, coupons, or labels, or misplaced stamps.
2. Seals and loads container onto handtruck or skid or onto conveyor leading to case-sealing machine or shipping room.
3. May form shipping containers or attach label onto container.
4. May weigh product to verify accuracy of packing machine scales.
5. May hand stamp or stencil identifying information on cartons or shipping containers.

Functional Competencies

Things   Medium Phys Strength   Minimal Manual Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

CARTON INSPECTOR (920.687-070)

ALSO CARTON SEARCHER

Inspects cartons filled with packaged tobacco products to determine whether flaps or wrappers are sealed and cartons are printed or marked as specified.

JOB DUTIES:

1. May observe cartons passing on conveyor.
2. Removes lightweight cartons at signal from electronic checking device.
3. May maintain inspection records.
4. Removes broken cartons.
5. May transfer rejects to production area.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

CARTON STENCILER (920.687-178)

ALSO DRUM STENCILER; SACK STENCILER; STENCILER; MARKER, SHIPMENTS

Marks size, lot number, contents, or other identifying information or symbols on containers or directly on article by placing stencil on container or article.

JOB DUTIES:

1. Places stencil on container or article and rubs ink or paint brush across open lettering.
2. Sprays paint on stencil.
3. May mix paints or lacquers.
4. May be designated according to type of container stenciled.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

CAT HOOKER (921.687-014)
ALSO CHOKE SETTER

Fastens choker cables around logs for yarding from cutting area to landing.

JOB DUTIES:

1. Pulls choker cables from tractor winch or main-line of yarding machine, passes bell (one end) under and around log.
2. Secures end to bell (sliding fastener) to form noose.
3. May clear brush and earth from under log, using ax and shovel.
4. May assist Rigging Slinger in installing and dismantling rigging of high lead or similar yarding system.
5. May perform other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

CHECKER (919.687-010)

Counts and herds cattle, hogs, or sheep as they are unloaded from shipping trucks in stockyard and verifies information on ticket, such as number of head, identifying markings on livestock, and designated commission agency.

JOB DUTIES:

1. Marks time of arrival on ticket and gives it to shipper as receipt.
2. Herds livestock into separate pens according to markings which identify commission agency to which stock is assigned.
3. May mark identification on stock, using shears or chalk.
4. Uses cattle prod to herd.
5. Set-up and closes gates and plankways.

Functional Competencies

Data/Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

CHUTE BLASTER (933.687-010)

ALSO CHUTE TAPPER; GRIZZLY WORKER; SORTER

Prods and breaks ore or rock in underground mine or quarry to keep it moving through grizzly and chute leading to storage, crusher or loading station.

JOB DUTIES:

1. Loosens clogged ore, using bar or pick.
2. Pushes ore dumped from mine cars or trucks through grizzly with bar.
3. Breaks boulders with hydraulic ram or sledge hammer.
4. May discard oversized lumps.
5. May move levers to dump ore from cars.

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Functional Competencies

Things Heavy PHys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS
UNPLEASANT WORKING CONDITIONS-DUST

CIRCUS LABORER (969.687-010)

Performs variety of tasks in cleaning floors and moving equipment for amusement show, such as fair, circus or carnival, as directed.

JOB DUTIES:

1. Cleans and sweeps show area after each performance.
2. Cleans floor after elephants and horses perform.
3. Moves wild animal cages, acrobatic equipment, and carries other properties to show area.
4. Leads horses, elephants, and other animals into show area.
5. Loads and unloads animals and equipment on and off train.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS - NON-DOMESTIC ANIMALS

COAL SAMPLER (922.687-038)

Collects coal samples from hopper cars or coal bunkers preparatory to testing.

JOB DUTIES:

1. Inserts specified size of pipe in car or bunker, using sledge hammer, to facilitate gathering coal sample.
2. Dumps coal from pipe into container and records sample source.
3. Carries sample to testing laboratory.
4. Cleans pipe samplers and container.
5. Follows safety procedures.

Functional Competencies

Data/Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Percpetual Discrimination

****UNPLEASANT WORKING CONDITIONS-DUST****

COLLATOR, HAND (977.687-010)

Arranges and stacks printed or unprinted sheets on worktable according to size, weight, color or number sequence.

JOB DUTIES:

1. Picks up one sheet at a time from each stack to assemble complete set.
2. Taps batch of sets on worktable or feeds sets into jogging machine to straighten and aline sheets.
3. Applies glue to top edges of sets, using brush roller.
4. Separates individual sets from blued stacks, using knive.
5. Keep tools and work area clear.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

COLOR-PRINT INSPECTOR (976.687-014)

ALSO PHOTO CHECKER AND ASSEMBLER; CHECKER; INSPECTOR; FULL-ROLL INSPECTOR; MOUNTING INSPECTOR; REVERSAL-PRINT INSPECTOR; TAKE-DOWN INSPECTOR

JOB DUTIES:

1. Examines items for natural color shading, density, sharpness of image, or identifying numbers, using lighted viewing screen.
2. Marks defective prints, using grease pencil and standardized symbols to indicate nature of defect and corrective action required in reprinting.
3. Removes defects, such as dust and smudges from prints, using brush, cloth, and cleaning fluid.
4. Packages and labels satisfactory prints and negatives.
5. Maintains daily production records.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

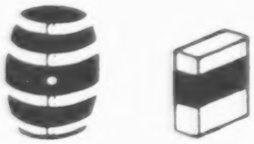
COMMISSARY AGENT (922.687-058)

ALSO LABORER, STORES; ORDER PICKER; PARTS PICKER; STOCK SELECTOR; WAREHOUSE WORKER; CLOTH-BIN PACKER; COOLER WORKER; ORDER FILLER; PRODUCE CLERK; TOOL CHASER

Performs any combination of following tasks to receive, store, and distribute material, tools, equipment, and products within establishments.

JOB DUTIES:

1. Reads production schedule, customer order, work order, shipping order or requisition to determine items to be moved, gathered, or distributed.
2. Conveys materials and items from receiving or production areas to storage or other designated areas by hand, handtruck, or electric handtruck.
3. Sorts and places materials or items on racks, shelves, or in bins according to predetermined sequence, such as size, type, style, color, or product code.
4. Fills requisitions, work orders, or requests for materials, tools, or other stock items.
5. Distributes items to production workers or assembly line.



Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction Medium Perceptual Discrimination

CONSTRUCTION GRIP (962.687-022)

ALSO GRIP; PROPERTY HANDLER; PRODUCTION GRIP; SEWING ROOM GRIP

Performs any combination of following tasks in motion picture or television studio or set location.

JOB DUIES:

1. Moves control levers and wheels to guide cranes, booms, and dollies that move cameras and other equipment.
2. Sews canvas and other materials to make and repair tents, tarps, scrims, and backings, using sewing machine.
3. Erects canvas covers to protect camera from rain on location.
4. Cuts gelatin and fiberglass light diffusers to fit metal frame of camera and inserts diffusers into frame.
5. Rigs and dismantles frames, scaffolding, backdrops, prefabricated dressing rooms, camera platforms, and tents for set in studio or on location, using carpenter's handtools.

Functional Competencies

Data/Things   Medium Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Intermittent People Interaction   High Percpetual Discrimination

CORE-DRILL-OPERATOR HELPER (930.687-014)

ALSO DRILL-RUNNER HELPER; SHOT-CORE-DRILL-OPERATOR HELPER; TEST-BORE HELPER; WASH-DRILLER HELPER

Assists Core-Drill Operator in setting up and operating drilling equipment to obtain core samples used in determining geological character of ground, nature of ore, or strength of foundation material.

JOB DUTIES:

1. Labels samples of strata indicating area and depth from which sample was obtained.
2. Lubricates machines and assists in making repairs to machine and equipment, such as replacing work winch cables, or adjust drill stems, engines, and pumps.
3. May be designated according to drill used.
4. May record samples by location.
5. Keeps organized supply of labels.

Functional Competencies

Data/Things   Heavy Phys Strength   Minimal Manual Dexterity
Math Level-Third   Reading Level-Third
Intermittent People Interaction   Low Perceptual Discrimination

COTTON SAMPLER (922.687-042)
ALSO SAMPLER

Removes samples of cotton from bales for classfication purposes.

JOB DUTIES:

1. Cuts bale band and burlap covering, using shears and knife.
2. Opens outside layers of cotton and pulls or cuts samples from interior of each side of bale.
3. Tears stub from bale identifiation tag and places stub in sample.
4. Wraps samples in paper.
5. May transfer bales of cotton to platform scales, using handtruck.

Functional Competencies

Data/Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

COTTON TIER (920.687-074)
ALSO TIE-OUT WORKER

Fastens metal bands around bales of cotton that are compressed in press.

JOB DUTIES:

1. Inserts metal band through channel in upper ram of press to worker on opposite side of compressed bale who returns band through channels in lower ram to encircle bale.
2. Bends end of band and fastens band to hook of buckle on opposite end of band.
3. When working on opposite side of compressed bale to return metal bands through channels is designated as Returner.
4. Cuts excess metal band.
5. Maintains tools in working order.

Functional Competencies

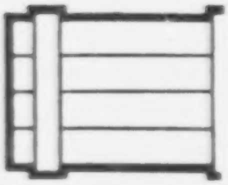
Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CRATE LINER (920.687-078)

Lines crates and boxes used to pack furniture with protective lining to protect furniture during shipment.

JOB DUTIES:

1. Spreads wrapping paper in crate box.
2. Cuts corrugated paperboard and fits paperboard in crate.
3. Lays excelsior pads in crate for packing specified units.
4. Glues cardboard pads in corner of crate to make cushions for furniture.
5. Assists Pakager, Hand to place furniture in box for crate.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

CUTTER, BANANA ROOM (929.687-010)

Cuts hands of bananas from stalks for packing preparatory to shipment.

JOB DUTIES:

1. Counts bananas.
2. Determines, according to ripeness, room in which bananas will be stored.
3. Use hand cart to transport bananas.
4. Maintains cutting knife in sharp condition.
5. May keep records of bananas by ripeness.

Functional Competencies

Data/Things Heavy Phys Stength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

CUTTER-OPERATOR HELPER (930.687-018)

Undercuts coal, salt, or nonmetallic ore in underground mine to assist Cutter Operator.

JOB DUTIES:

1. Shovels loose material to clear working area for machine.
2. Observes movement of machine to prevent damage to electric power cable.
3. Braces machine from rear, using pole or bar as lever to prevent sideways sliding of machine due to pressure on cutter bar.
4. Lubricates cutter bar.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
MInimal People Interaction Low Perceptual Discrimination

****HAZARDOUS****
****UNPLEASANT WORKING CONDITIONS-DUST****

DEAD HEADER (922.687-066)
ALSO PUTTER-AWAY; RETURNER, LASTS

Sorts and stores lasts (shoe molds) in numbered bins, in racks, or on skids, according to size and style.

JOB DUTIES:

1. Picks up lasts in assembly area and transports them to storage room for sorting and placing in bins, using handtruck.
2. May keep record of shoe molds used.
3. Places shoe molds in selected bins.
4. Keeps work area clean.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

DENTAL FLOSS PACKER (920.687-082)

Assembles dental floss packages.

JOB DUTIES:

1. Mounts dental floss cutter in container top, using jig, and locks cutter in place, using cap.
2. Cuts away excess floss from roll, using scissors.
3. Positions roll in bottom half of container and mounts cutter top.
4. Threads end of dental floss through cutting mechanism.
5. Places completed unit in shipping container.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   High Percpetual Discrimination

DOCK WORKER (922.687-062)

ALSO FISH PITCHER; LUMBER; WHARF HAND

Unloads catch from fishing vessels and conveys fish from wharf to fish-dressing or storage area, performing any combination of the following tasks.

JOB DUTIES:

1. Loads cargo net, crane bucket, or conveyor with catch from hold of boat, by hand or with shovel or pew (hooked prong).
2. Dumps catch from cargo net or crane bucket onto dock platform and sorts catch according to species, size, or grade.
3. Pushes cart of fish to fish-cleaning tables and dumps fish on table, or piles fish on floor and covers them with chipped ice for temporary storage.
4. Shovels fish scrap into cart and pushes cart to disposal area.
5. May assist boat crew in mooring boat at dock.

Functional Competencies

Things   Heavy Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-ODORS/DAMPNESS****

DRAWER (929.687-014)

ALSO KILN DRAWER

Removes burned clay products such as sewer pipe, brick, refractories, and roofing tile, from tunnel kilncars or periodic kilns, by hand or using hoist.

JOB DUTIES:

1. Places pallet on drawing dock and lifts and stacks product on pallet.
2. Examines products for defects, such as cracks, chips, and distortions.
3. Grades and sorts products.
4. Removes and places kiln furniture, such as tie brick, clamp, and holders, in box for reuse.
5. Discards setting rings in waste bin.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

DRIVER HELPER (905.687-010)

ALSO TRUCK-DRIVER HELPER; TRUCKER HELPER

Assists Truck Driver, Heavy by performing any combination of following tasks.

JOB DUTIES:

1. Loads and unloads vehicles by hand or by use of handtruck or dolly.
2. Pads, stacks, and secures items in positions on truck to prevent damage during shipment.
3. Delivers and stacks merchandise on customer's premises.
4. Collects payment or obtains receipt of goods.
5. Performs other duties as assigned.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Continuous People Interaction Low Perceptual Discrimination

EDITOR, SCHOOL PHOTOGRAPH (976.687-010)

Compares negatives of several poses of an individual and selects best copy to be used in printing group or individual school photographs.

JOB DUTIES:

1. Mounts reel of negative film in holding device or positions negatives on illuminated worktable to examine film images and determine degree of printability.
2. Selects best copy of negatives viewed, considering factors, such as lighting, density, pose, and whether subject's eyes are open.
3. Cuts out selected negative, using scissors, and inserts negative into transparent holder to prevent damage.
4. Attaches approved negative to card indicating work order number and processing instructions and routes negative to printing department.
5. Discards unselected negatives.

Functional Competencies

Data/Things   Light Phys Strength   Continuous Man Dexterity
Math Level-Third   Reading Level-Third
Intermittent People Interaction   High Perceptual Discrimination

ETCHER HELPER, HAND (971.687-010)

Assists Etcher, Hand in etching designs on copper printing rollers.

JOB DUTIES:

1. Trucks rollers from storage area to etching room.
2. Inserts mandrel through roller and screws collar onto mandrel to hold roller in position.
3. Assists Etcher, Hand in lifting rollers onto machine brackets and in transferring rollers from one vat to another.
4. Turns crank on mandrel to rotate rollers in rinsing and etching vats.
5. Cleans solvent and acid-resistant coating from etched rollers by rubbing with sawdust or using absorbent cloth.

Functional Competencies

Things   Light Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Intermittent People Interaction   High Perceptual Discrimination

EXAMINER (979.687-010)

Inspects engraved letterheads, envelopes, cards, and stationery to detect defects in engraving and flaws in paper.

JOB DUTIES:

1. Informs supervisor of defective engraving rollers and papers.
2. Sets aside defective type.
3. Records type and number of defects.
4. Keeps work area clear and clean.
5. May transfer inspected materials back to production area.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction High Perceptual Discrimination

FILM/TV TAPE LOADER (962.687-014)

Loads and unloads film magazines and TV tapes, as directed, prior to and following photographing of motion-picture scenes.

JOB DUTIES:

1. May perform other duties on set location, such as marking stage floor with chalk to designate actors' and actresses' positions.
2. May clap hinged boards together to designate start of scene.
3. May record scene number and related information on slate to identify scene.
4. Performs other duties as directed.
5. Transports film to developing room.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Continuous People Interaction Low Perceptual Discrimination

FILM NUMBERER (976.687-018)
ALSO FILM SORTER; PHOTOFINISHING LABORATORY WORKER;
PRICER-BAGGER; PROOF SORTER; RACKER; REPRINT SORTER;
SORTER-PACKER

Performs any combination of the following tasks to prepare and ddisseminate negatives, positives, and prints in photofinishing laboratory.

JOB DUTIES:

1. Reads instructions written on orders, and examines contents of orders to ascertain size, type, and number of pieces.
2. Sorts orders according to size and type processing required.
3. Pastes identifying label on customer order envelopes and transfers bags to insure matching of orders subsequent to processing.
4. Removes finished work from transfer bags subsequent to processing and computes customer charges according to pricelist.
5. Inserts order in bag or envelope, and staples bag together or seals envelope.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Minimal People Interaction High Perceptual Discrimination

FISH-HOUSE WORKER (920.687-086)
ALSO FISH PACKER

Packs dressed fish in ice and records weight.

JOB DUTIES:

1. Reads orders to determine quantity, size and variety of fish to be packed.
2. Selects and weighs fish and records weights.
3. Shovels layer of ice in box and fills body cavity of each fish with ice.
4. Places fish in box and fills remainder of box with ice.
5. May assemble boxes, stencil addresses on boxes, and band packed boxes with metal straps.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

FLOOR WORKER (920.687-090)

Performs any combination of following tasks to facilitate wrapping and packing of chewing gum.

JOB DUTIES:

1. Copies from registers (counters) on machines number of cartons of chewing gum filled by each packing machine.
2. Empties containers of scrap gum into barrel for reprocesssing.
3. Distributes packaging materials to workers.
4. Replaces packages of gum that were previously removed from carton for inspection.
5. Scans stacks of cellophane-wrapped cartons passing on conveyor belt to detect defective wrapping.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

FLYER (962.687-018)

Lowers or raises scenery and curtains by pulling ropes from position above or to one side of stage.

JOB DUTIES:

1. Follows prepared cue sheet, bell, or light signals to make required changes during performance.
2. Asists in setting up lights.
3. May assist in preparing scenery and stage props.
4. May assist in storing and organizing equipment and costumes for show.
5. Keeps stage area clear and clean.

Functional Competencies

Things Light Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination

FOOT WORKER (934.687-010)

Moves levers to adjust chute gate and regulate flow of salt from crusher to vibrating screens that separate salt into various sizes preparatory to shipment or refining.

JOB DUTIES:

1. Cleans clogged screens with rod.
2. May tip mine cars to dump rock salt into bins, leading to crusher.
3. Follows safety procedures when working around mine cars.
4. Is alert to presence of co-workers when regulating crusher.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Medium Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

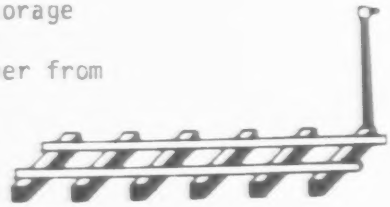
UNPLEASANT WORKING CONDITIONS-DUST

FREIGHT-CAR CLEANER, DELTA SYSTEM (910.687-022)

Performs any combination of following duties to clean freight cars at Delta system (central cleaning station).

JOB DUTIES:

1. Pushes bottons on control panel to activate track switches, conveyors, vacuum cleaner, warning siren, and winch.
2. Hooks cable to string of cars and starts winch to move cars.
3. Removes grain doors and places them on conveyors to storage area.
4. Removes nail, cleats, crate bracings, and shipping paper from walls and floor, using clawhammer and crowbar.
5. Tosses debris onto incinerator or conveyor.



Functional Competencies

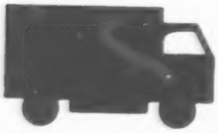
Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

FURNITURE MOVER (905.687-014)
ALSO VAN-DRIVER HELPER; VAN HELPER

Assists Van Driver in loading and unloading moving van.

JOB DUTIES:

1. Wraps dishes and fragile items in paper or corrugated cardboard and packs them in barrels.
2. Rolls up rugs, removes pictures from walls, and loads furniture into van.
3. Arranges articles in truck to form compact load, using ropes and padding to secure goods and prevent breakage.
4. Performs other duties as assigned, such as driving van.
5. Maintains supply of ropes, pads and boxes.



Functional Competencies

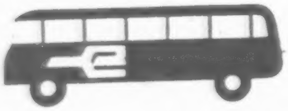
Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

GARAGE SERVICER, INDUSTRIAL (915.687-014)

Services trucks, buses, automobiles establishments.

JOB DUTIES:

1. Inspects equipment to ascertain gasoline, oil, and water requirements.
2. Tests batteries and tires.
3. Changes oil and lubricates automotive equipment.
4. May keep record of gas and oil supplied to each vehicle and gasoline and oil supplies in storage tank.
5. May clean vehicles inside and wash exterior.



Functional Competencies

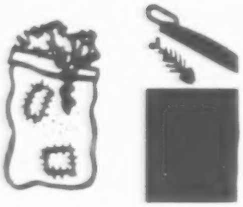
Data/Things Medium Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

GARBAGE COLLECTOR (909.687-010)
ALSO TRASH COLLECTOR

Collects refuse on designated route within municipality and dumps refuse from containers onto truck.

JOB DUTIES:

1. May be designated according to refuse collected.
2. May drive truck.
3. May start hoisting device that raises refuse bin attached to rear of truck.
4. May dump contents of truck into opening in enclosed truck body.
5. Recognizes streets and follows a daily sequence.



Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GAS-METER-INSTALLER HELPER (953.687-010)

Assists Gas-Meter-Installer to install residential-type gas meters and regulators in buildings.

JOB DUTIES:

1. Carries handtools and meters to and from vehicle and worksite.
2. Disconnects meters or regulators, using handtools.
3. Ignites gas appliances after meter installation.
4. Performs other duties as assigned.
5. Cleans work area after each job.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

GENERAL UTILITY WORKER (952.687-010

ALSO HYDROELECTRIC PLANT MAINTAINER

Performs grounds-keeping and plant maintenance tasks in hydroelectric generating station.

JOB DUTIES:

1. Turns handwheel to open alternate water intake and to close clogged intake preparatory to cleaning water intake screens.
2. Removes accumulated logs, weeks, fish, silt, and driftwood from screen or rack, using crab-hoist, rake, shovel, and water hose.
3. Mows lawn, trims hedges, rakes and burns leaves and refuse, and shovels snow from driveways and sidewalks.
4. Cleans and lubricates equipment.
5. Assists in erecting scaffolds, and disassembling and moving heavy equipment.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GRAIN SAMPLER (922.687-054)

ALSO LABORATORY-SAMPLE CARRIER; SAMPLE GATHERER; SAMPLER; SAMPLER, RADIOACTIVE WASTE

Collects samples of products or raw materials for laboratory analysis, performing any combination of following tasks.

JOB DUTIES:

1. Turns valves or dips sample container to transfer liquid samples from pipeline, processing equipment, tanks, or other vessels to test tubes, bottles, for buckets.
2. Transfers dry samples, such as ore, grain, crystals, powder, or granular material to containers, using shovel, hand scoop, sample stick, or special handtool.
3. Labels sample containers with identifying data, location of sample, and time collected.
4. Delivers samples to laboratory for analysis.
5. Cleans sample containers using specified cleaning agents and brushes or scrapers.

Functional Competencies

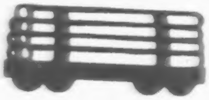
Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

GRAPPLE OPERATOR HELPER (921.687-022)
ALSO LOG LOADER HELPER; JAMMER OPERATOR HELPER; LOADER HELPER, SORTING YARD; SECOND LOADER

Loads logs onto trucks or railroad cars, performing any combination of the following tasks.

JOB DUTIES:

1. Hand signals directions for hoisting of trailer from truck chassis and positioning of truck for loading.
2. Connects brake and electrical lines and trailer to truck.
3. Positions railcars for loading, using power winch, pinchbar, and car hand brakes.
3. Secures tongs, slings, or other attachment to log, guides loading of logs by hand and using hand signals, and release attachments.
4. Trims protruding limbs and knots, using ax and chainsaw.
5. Marks log with specified symbols, using paint spray can or branding hammer.



Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

GREASER (915.687-018)
ALSO LUBRICATION SERVICER; LUBRICATION TECHNICIAN; OILER

Lubricates moving parts of automotive vehicles, such as automobiles, buses, and trucks.

JOB DUTIES:

1. Injects grease into units, such as springs universal joints, and steering knuckles, using hand or compressed-air powered grease gun.
2. Inpsects fluid level of steering gear, power steering reservoir, transmission, differential, rear axle housings, and shackles.
3. Checks air pressure of tires.
4. Lubricates moving parts with specified lubricants.
5. Drains oil from crankcase and refills crankcase with required amount of oil.

Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

GREEN-PRIZE PACKER (920.687-142)

ALSO HOGSHEAD FILLER; HOGSHEAD PACKER; LOOSE-HAND PACKER; PACKER; PRIZER

Packs tobacco into hogsheads for storage for shipment, performing any combination of the following tasks.

JOB DUTIES:

1. Climbs into hogshead and pulls hands of tobacco from stick held by Feeder-Catcher, Tobacco or receives hands of tobacco and pads tobacco into hoghead.
2. Tramples tobacco hands, strips, or stems fed into hogshead by chute.
3. Pulls charger from movable rack onto top of hogshead so tobacco can be packed above top of hogshead.
4. Opens chute to feed tobacco into hogshead until specified weight is indicated by scale.
5. Stands on platform above hogshead and packs tobacco, using T-shaped stick, as tobacco is fed hogshead by charter.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

GREEN TIER (920.687-094)

Ties bunches of forest greenery together for eventual sale to consumer by placing greenery in pressure clamp and presses pedal to hold bunches together while tying.

JOB DUTIES:

1. Releases pedal and removes bunch from clamp.
2. Loads bunch on truck.
3. May drive truck.
4. Keeps pressure clamp free of bark and branches.
5. Maintains supply of string.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HANDKERCHIEF FOLDER (920.687-098)

Folds handkerchiefs prior to packaging.

JOB DUTIES:

1. May fold fancy handkerchiefs, such as men's dress handkerchiefs, into specified shapes.
2. Places handkerchiefs in cellophane envelopes.
3. Stacks envelopes in boxes.
4. May keep record of production.
5. Maintains clean lint-free work area.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HEAD-OUT WORKER (920.687-110)

ALSO HOGSHEAD LINER; LINE-OUT WORKER

Nails heads onto hogsheads of tobacco prior to shipment or storage.

JOB DUTIES:

1. Fits precut boards into hogshead to form head and nails wooden crossbar to assembled pieces to secure pieces.
2. Inserts metal rim in hogshead, places prefabricated head within rim, and lowers hydraulic ram to force head into hogshead.
3. Inserts and nails liner (thin wooden strip) to inside top edge of hogshead to hold head in place.
4. Nails head through side of hogshead to secure head.
5. May weigh hogshead prior to shipment.

Functional Competencies

Data/Things Heavy PHys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Miniml People Interaction Medium Perceptual Discrimination

HOGSHEAD HAND (920.687-102)
ALSO HOGSHEAD OPENER; HOGSHEAD STRIPPER; HOGSHEAD UNPACKER; HOGSHEAD WRECKER

Opens sealed hogsheads of tobacco, using hammer, hatchet, and wire clippers.

JOB DUTIES;

1. Removes nails from headbands and cuts metal band and wire bands and remaining headband, removes head.
2. Allows staves to fall on floor or cuts wire bands and lifts hogshead from packed tobacco.
3. On patented hogsheads, cuts tie wire and headbands or removes pins from eyelets.
4. Catches sections of staves as staves fall from hogshead, and removes head.
5. Keeps area free of nails and wood pieces.

Functional Competencies

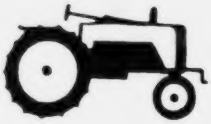
Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

HOIST WORKER (929.687-018)
ALSO LABORER, HIGH-DENSITY PRESS

Loads compressed bales of cotton onto handtrucks or tractor-drawn trailers.

JOB DUTIES:

1. Secures hooks to bale and lifts bale onto trailer or handtruck, using hoist.
2. May stencil identifying information on bale, using brush and stencil.
3. May keep record of shipment.
4. May record weight of bale.
5. Operates handtruck or trailer.



Functional Competencies

Data/Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

ICE MAKER, SKATING RINK (969.687-014)

Prepares floor for use as ice-skating rink and removes ice after use.

JOB DUTIES:

1. Sprays floor of rink (which has been chilled by ammonia pipes), using water hose, to obtain ice layer of specified thickness.
2. Skates behind tractor to guide scraper blades that smooth surface of rink.
3. Turns valves to force steam through piping in floor to melt ice.
4. Breaks ice, using chisel, and shovels ice into drain or sump.
5. Mops water.

Functional Competencies

Things Medium Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

INSTALLER (922.687-050)

Moves, installs, and stores paintings, statuary, and other art objects in art museum.

JOB DUTIES:

1. Places protective pads on handtruck platform and lifts paintings, statuary, or other art objects onto hand handtruck and places pads between and around objects to insure against damage.
2. Pushes handtruck from shipping-receiving area to storage or display gallery as directed by supervisor.
3. Places objects to be stored in designated sections of storage area.
4. Removes objects to be displayed from handtruck.
5. Hangs paintings, and positions statuary and other objects in cabinets or on stands as directed.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

KILN STACKER (922.687-070)
ALSO LUMBER HANDLER; LUMBER PILER; LUMBER RACKER; LUMBER STACKER; LUMBER STICKER

Stacks lumber on kiln cars, in yard, or shed to dry or store, performing any combination of following tasks.

JOB DUTIES:

1. Places lumber piece by piece in layers, leaving space between edges of adjacent pieces.
2. Places sticks between layers as stack rises to permit circulation of air and bind stack together.
3. Stands on ground and hands lumber to another worker on top of stack.
4. Positions timbers on ground or shed floor to build foundation for lumber stacks.
5. Unloads lumber from stacks or kiln cars.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

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LABELER (920.687-126)
ALSO MARKER; STAMPER

Marks or affixes trademarks or other identifying information, such as size, color, grade, or process code, on merchandise, material, or product, using one or more methods, such as metal punch and hammer, crayon, rubber stamp and ink, electric pencil, branding iron, acid and stencil, sand-grit and stencil, or tags.

JOB DUTIES:

1. May inspect items before marking.
2. May clean items.
3. May use printing mechanism or labeling press.
4. When marking is performed, worker should be classified according to type of packaging performed.
5. Keeps record of trademarks used.

Functional Competencies

Data/Things Light Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

LABEL REMOVER (920.687-106)

Removes damaged or improperly applied labels from filled whisky bottles.

JOB DUTIES:

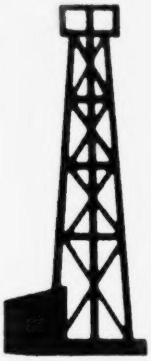
1. Places bottles into container of warm water to loosen labels.
2. Rubs or scrapes labels from bottles, using fingers or blade.
3. Wipes bottles with cloth to remove excess moisture and glue.
4. Places bottles on conveyor for relabeling.
5. Maintains level of clean warm water.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

LABORER (939.687-018)
ALSO ROUSTABOUT

Performs any combination of following tasks in and about oilfields and pipelines, using handtools.



JOB DUTIES:

1. Digs trenches for building foundations or for drainage around oil wells, stoarage tanks, and other installations.
2. Fills excavations with dirt, using shovels.
3. Loads and unloads trucks by hand or using handtrucks.
4. Mixes concrete, using hoe and shovel.
5. Carries concrete and tamps it into building forms.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LABORER, GENERAL (909.687-014)

Performs variety of manual tasks around dock area of motor freight transportation company as directed.

JOB DUTIES:

1. Sweeps dock area.
2. Cleans truck yard, using broom, shovel, and wheeelbarrow.
3. May clean interior and exterior of trucks.
4. Drives and parks trucks and hoists.
5. Keeps dock area clear for loading and unloading freight.

Functional Competencies

Things   Medium Phys Strength   Minimal Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

LABORER, MARINE TERMINAL (911.687-026)
ALSO LINES TENDER

Secures and removes ship's docking lines to and from dock.

JOB DUTIES:

1. Catches lines heaved from ship attempting to dock.
2. Drags lines to bitts on dock.
3. Slips eye of docking lines over bitts.
4. Removes lines from bitts when ships depart.
5. Keeps lines coiled and secures ends.

Functional Competencies

Things   Medium Phys Strength   Minimal Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

LABORER, PIPE LINES (914.687-010)

Maintains area around pump stations and pipelines, and services equipment, performing any combination of the following tasks.

JOB DUTIES:

1. Loads and unloads materials, tools, and equipment onto and from trucks by hand.
2. Digs drainage ditches, cuts brush, and clears ground around pipe, using pick, shovel, wheelbarrow, and ax.
3. Cleans feeder pipes with scrapers and steel brushes.
4. Paints pipe, using brush and spray gun.
5. Assists in carrying and laying of feeder pipes.

Functional Competencies

Things Medium Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LATRINE CLEANER (939.687-022)

Pushes mine toilet cars or drives self-propelled tank cars onto hoist to be raised to surface.

JOB DUTIES:

1. Rolls cars off hoist to disposal area.
2. Flushes contents into sewer with water.
3. Refills containers with chemical solution and returns cars to mine.
4. Keeps rolls of toilet paper in stock.
5. Cleans latrines as needed.

Functional Competencies

Things Medium Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LINEN-SUPPLY LOAD-BUILDER (920.687-118)

Assembles laundered uniforms and linen for Driver, Sales Route of lines supply establishments, according to load sheet showing quantity, description, size, or color of articles requisitioned.

JOB DUTIES:

1. May attach labels, emblems, and monograms to articles, such as industrial uniforms, using sewing machines.
2. Keeps records of loads.
3. Transfers load to truck.
4. Keeps work area clean and lint-free.
5. Sets aside torn materials needing repair.

Functional Competencies

Data/Things   Medium Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   High Perceptual Discrimination

LINE OPERATOR (920.687-042)

ALSO BOTTLING-LINE ATTENDANT; BOTTLE-LABEL INSPECTOR; STAMP PRESSER; STRIP-STAMP STRAIGHTENER

Prepares filled whisky bottles for packing and shipping, performing any combination of following duties.

JOB DUTIES:

1. Pastes labels and tax stamps on filled whisky bottles as bottles pass on conveyor.
2. Examines bottles to ascertain that labels and stamps have been correctly applied.
3. Straightens labels and stamps on bottles.
4. Presses stamps on necks of bottles.
5. Wipes excess glue and moisture from bottles.

Functional Competencies

Things   Light Phys Strength   Continuous Man Dexterity
Math Level-None   Reading Level-Third
Minimal People Interaction   Medium Perceptual Discrimination

LINE-OUT WORKER (920.687-114)

Seals hogsheads of tobacco prior to shipment or storage.

JOB DUTIES:

1. Places prefabricated head in hogshead and climbs onto hogshead to press had down.
2. Forces head into hogshead, using metal bar, body weight, and foot pressure.
3. Positions metal band around top edge of hogshead, inserts ends of band into ratchet tool, and moves lever to tighten band.
4. Secures band to hogshead, using clamps and crimping tool, or by inserting fasteners through perforations in band into hogshead.
5. Bends end of band to break off excess band.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LINER INSERTER (929.687-026)

Pulls plastic liner over carton-shaped or hogshead-shaped form.

JOB DUTIES:

1. Lowers form, suspended from ceiling into open containers, using rope and pulley, working as member of two-person team.
2. Overlaps edges of plastic liner over top edge of container and removes form.
3. May insert paper liner into containers.
4. Maintains supply of plastic liners.
5. Transfers forms to lift or dolly.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

LINE-SERVICE ATTENDANT (912.687-010)

Services aircraft prior to flight according to specifications.

JOB DUTIES:

1. Fills fuel and oil tanks and examines tires for specified air pressure.
2. Adds water and other cooling agents as required to batteries and liquid-cooled engine radiators.
3. Fills landing gear struts with hydraulic fluid.
4. May clean exterior and interior of aircraft.
5. May load and unload containers of food, beverages, and dishes for in-flight meal services.

Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Low Perceptual Discrimination

HAZARDOUS

LOADER (921.687-018)

Loads prefabricated home components and modular home units on trucks for shipment to construciton site.

JOB DUTIES:

1. Loads components inn reverse order of house construction sequence and according to size, using electric hoist.
2. Straps completed shipment stacks, using banding tool and clamps.
3. Lifts modular home units from assembly line trailer and lowers unit onto truck bed for shipments, using hydraulic jacks.
4. Drives and parks truck.
5. Follows safety procedures in operation of hoist.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

LOADER HELPER (914.687-014)

Assists Loader in pumping liquid chemcials, petroleum products, and other liquids into or from tank car, trucks, or barges, performing any combination of following duties.

JOB DUTIES:

1. Cleans tanks, using brooms, hose, and cleaning compound.
2. Removes and replaces dome caps, using wrenches.
3. Attaches ground cable to truck to prevent sparks due to static electricity when flammable or volatile material is to be loaded or unloaded.
4. Connects hose to outlet plugs at bottom of tank to prepare car for unloading.
5. Disconnects hose and replaces plugs after unloading, using wrenches.

Functional Competencies

Things   Medium Phys Strength   Intermit Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

HAZARDOUS   **UNPLEASANT WORKING CONDITIONS**

LUMBER PULLER (922.687-074)

ALSO LUMBER SORTER; RACKER; SEPARATOR

Sorts lumber or veneer according to grade markings and size.

JOB DUTIES:

1. Removes boards from sorting table, handtruck, or conveyor and stacks in piles or places boards in rack or on conveyor, according to grade marking, length, or use of boards.
2. Gages length of boards by sight, by marks on sorting table, or by measuring with ruler.
3. May remove defective lumber from conveyor and stacks lumber according to grade, length species, and color.
4. May hand-stamp grade markings on boards or stack of lumber.
5. May be designated according to sorting equipment used.

Functional Competencies

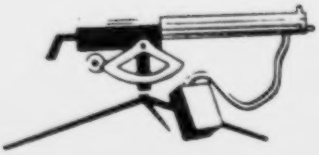
Things   Heavy Phys Strength   Intermit Manual Dexterity
Math Level-Third   Reading Level-Third
Minimal People Interaction   Low Perceptual Discrimination

MACHINE-PACK ASSEMBLER (920.687-122)

Places small arms cartridges nose-to-head for packaging.

JOB DUTIES:

1. Positions cartridge-filled shaker plate over double transfer plate and release catch to drop cartridges nose-down into alternate holes in transfer plate.
2. Turns transfer plate over and repeats to fill remaining holes.
3. Pulls slides in transfer plate that releases cartridges in nose-to-head arrangement into packaging-bench fixture.
5. Moves completed package to conveyor.



Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS-EXPLOSIVES

MUNITIONS HANDLER (929.687-034)

Loads, unloads, and stores ammunition and ammunition components in magazines (storage areas).

JOB DUTIES:

1. Moves materials between magazines and carries materials by hand, handtrucks and roller conveyors.
2. Secures cargoes in carries, using blocks and stays.
3. Cleans magazines and adjacent area.
4. Crates and cases materials for specific orders.
5. Inspects packaging and materials.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

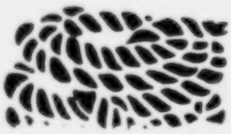
HAZARDOUS-EXPLOSIVES

ORDINARY SEAMAN (911.687-030)

Stands deck department watches and performs variety of duties to preserve painted surfaces of ship and to maintain lines, running gear, and cargo-handling gear in safe operation condition.

JOB DUTIES:

1. Watches from bow of ship or wing of bridge for obstructions in path of ship.
2. Turns wheel while observing compass to steer and maintains ship on course.
3. Mops or cleans rust spots from deck, superstructure, and sides of ship, using hand or air chipping hammer and wire brush.
4. Paints chipped area.
5. Splices wire rope, using marlinespike, wirecutters, and twine.



Functional Competencies

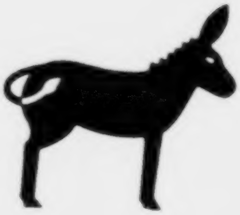
Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Medium Perceptual Discrimination

PACK-TRAIN DRIVER (919.687-022)
ALSO SUPPLIES PACKER

Transports supplies and equipment by pack animals to places inaccessible by other means of transportation.

JOB DUTIES:

1. Assembles equipment.
2. Loads and straps it on animals to prevent dislodgment during transit.
3. Leads animals to destination.
4. Feeds and tends animals.
5. Observes conditions for hazards, rock, mud slides, fire.



Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PAPER INSERTER (920.687-138)

Pulls lites, stacked on end, slightly forward while simultaneously inserting paper between lites to protect glass from surface damage.

JOB DUTIES:

1. Pastes labels on lites, preparatory to packing.
2. Monitors machine automatically pasting labels and keeps labels from clogging.
3. Oils machine.
4. Maintains stack of labels in machine.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

PAPER STRIPPER (922.687-078)

Reads work order to determine amount and type of paper required for printing.

JOB DUTIES:

1. Strips outside wrapper from rolls of printing paper or wallpaper stock and cuts away torn, soiled, or creased sections, using knife, to prepare stock for printing.
2. Conveys stock to printing machines, using handtruck.
3. May move raw materials, such as pigment and chemicals to other departments, using handtruck.
4. Keeps machine area clear and clean.
5. Maintains stock of paper and records use.

Functional Competencies

Data/Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

PHOTOSTAT-OPERATOR HELPER (979.687-014)

Performs any combination of the following tasks to assist Photostat Operator.

JOB DUTIES:

1. Pegs or clamps material to be duplicated on copy-board of photostat machine and removes material subsequent to duplication.
2. Pours developing and fixing solutions into machine tanks.
3. Washes prints subsequent to duplication and places prints in drying cabinet.
4. Trims edges of prints, using paper cutter or scissors.
5. Records type, size, and number of prints duplicated.

Functional Competencies

Data/Things Light Phys Strength Continuous Man
Dexterity Math Level-Sixth Reading Level-Third
Intermittent People Interaction High Perceptual Discrimination

PLATE GAGER (979.687-018)

Examines and repairs engraved printing plates, using plate gate, cement, and tissue paper.

JOB DUTIES:

1. Visually examines plates for defects, such as scratches, broken corners, or broken type.
2. Measures plates to verify specified printing height of type-face, line-engraving, half-tone, and color printing areas.
3. Builds up low spots on plate, using tissue paper and cement.
4. Records type of defect on back of plate and routes plate to repair room.
5. Cleans engraving plates of excess ink or cement.

Functional Competencies

Data/Things Light Phys Strength Minimal Manual Dexterity
Math Level-Sixth Reading Level-Sixth
Intermittent People Interaction High Perceptual Discrimination

PORTER, USED-CAR LOT (915.687-022)
ALSO USED-CAR-LOT ATTENDANT

Cleans and services used cars at used-car lot.

JOB DUTIES:

1. Cleans interior and exterior of cars being offered for sale.
2. Repairs and changes tires.
3. Keeps used-car lot neat and orderly.
4. May clean and change spark plugs or replace windshield wiper blades and arms.
5. May pick up and deliver cars to customers.

Functional Competencies

Things Light Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

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PRINT INSPECTOR (976.687-022)

Inspects photographic prints for defects, using film winder.

JOB DUTIES:

1. Mounts roll of prints on spindle of film winder and tapes free end of film to crankshaft.
2. Turns crank and inspects prints for defects as film winds onto craftshaft.
3. Compares colors with standard image to insure that prints meet specifications.
4. Marks defective prints with code number, using chemical pencil, to indicate nature and degree of correction required.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction High Perceptual Discrimination

PULP PILER (922.687-082)
ALSO PULP ROLLER

Stacks pulpwood logs in piles at skidway or landing near logging road or stream.

JOB DUTIES:

1. Places logs on pile by hand, or guides logs into position with cant hook as log is lifted by mechanical means.
2. Follows safety procedures for stacking.
3. Keeps stacked area clear of brush.
4. Assists in loading log trucks.
5. Assists in loading log trucks.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS

PUMPER HELPER (914.687-018)

Assists Pumper in pouring liquids from one vessel to another, from storage tanks to processing equipment, or from one process to another.

JOB DUTIES:

1. Moves levers to adjust pumping pressure.
2. Cleans pumps, using solvent and rags, lubricates pumps, using oilcan and grease gun.
3. Dismantles pumps to be repaired and reassembles parts, using handtools.
4. Tightens pipe connections between pumps and vessels, using wrenches.
5. May collect random sample of liquid for laboratory analysis.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS
UNPLEASANT WORKING CONDITIONS-FUMES

REPACK-ROOM WORKER (920.687-146)

Repacks cartons of beer or distilled liquor damaged in packaging.

JOB DUTIES:

1. Removes containers, such as bottles or cans, from damaged or unclean cartons and places containers in another carton.
2. Replaces damaged containers with containers of identical size, label, and crown.
3. Seals top flaps of carton, using glued tape.
4. Duplicates identification, code, and date number found on damaged cartons, using hand stampe.
5. Positions letters and numbers in handstamps, using picks and tweezers.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-Third Reading Level-Third

Minimal People Interaction Low Perceptual Discrimination

RETURNED-CASE INSPECTOR (929.687-038)

Reconditions and cleans used beer cartons, performing any combination of the following tasks.

JOB DUTIES:

1. Removes carton from conveyor.
2. Lifts out partitions and discards damaged ones.
3. Dumps out dirt or foreign matter.
4. Places dirty or damaged carton on conveyor or into chute for disposal or repair.
5. Inserts bottom pad and partitions in usable cartons and places carton on conveyor for transfer to box or packaging room.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Low Perceptual Discrimination

RETURNED-GOODS SORTER (922.687-086)

Sorts defective cloth returned to textile mill or processing establishment.

JOB DUTIES:

1. Opens shipping cases, using claw hammer, knife, and wirecutters.
2. Lifts cloth from cases and deposits it in specified bins preparatory to cutting, inspection, or other processes.
3. May keep record of returned goods by type and condition.
4. Transports goods to inspection department.
5. Reports unusual conditions to supervisor.

Functional Competencies

Data/Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

RIGGER HELPER (921.687-026)

Assists Rigger in setting up, bracing and rigging hoisting equipment, performing duties as assigned.

JOB DUTIES:

1. Furnishes Rigger with materials, tools, and supplies.
2. Maintains clean work area.
3. Keeps equipment in working condition.
4. Holds material or tools for Rigger.
5. Performs other routine duties as assigned.

Functional Competencies

Things Heavy Phys Stength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

RIGGER, THIRD (921.687-030)

Performs any combination of the following duties.

JOB DUTIES:

1. Carries blocks (pulleys) and cable to Rigger.
2. Threads cables through blocks.
3. Installs blocks, cables and other rigging used in skidding logs working as a member of a crew.
4. Follows safety procedures.
5. Maintains supply of pulleys and cable for job.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

HAZARDOUS

ROCK-DUST SPRAYER (939.687-026)

Sprays water and/or rock onto walls roof, and floor of underground mine workings to mix with coal dust deposits and prevent explosions, using portable compressed-air pump and hose.

JOB DUTIES:

1. Mixes rock dust with water, and sprays slurry during working hours, to reduce amount of suspended coal dust in air while miners are present.
2. Follows safety procedures while in mine.
3. Maintains compressed air pump and oil-fuel level.
4. Keeps hoses unclogged and in working condition.
5. Reports any unusual conditions to foreman.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

HAZARDOUS
UNPLEASANT WORKING CONDITIONS-DUST/DAMPNESS

ROSIN-BARREL FILLER (920.687-150)

Fills barrels with rosin.

JOB DUTIES:

1. Places pipe through opening in barrel head to direct flow of rosin.
2. Hammers hoops down on barrel to tighten staves.
3. Seals leaks in barrels, using clay.
4. Cleans surface area around barrels.
5. Maintains supply of different tapered staves.

Functional Competencies

Things Heavy Phys Strength Continuous Man Dexterity

Math Level-None Reading Level-None

Minimal People Interaction Low Perceptual Discrimination

SAFETY INSPECTOR, TRUCK (919.687-018)

Inspects diesel and gasoline motortrucks to insure that trucks are equipped with accessories prescribed by law.

JOB DUTIES:

1. Inspects truck for accessories, such as tools, chains, flares, and first aid kit.
2. Inspects air lines and electric circuits, and reports needed repairs.
3. May drive truck inside terminal yard and garage and position trailer for repair, loading, or unloading.
4. May service vehicle with fuel and water.
5. Keeps record of repairs.

Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity

Math Level-Third Reading Level-Third

Minimal People Interaction Medium Perceptual Discrimination

SAMPLE WASHER (939.687-030)

Pulverizes cuttings and cores removed from oil or gas well boreholes, using hammer or small power crusher.

JOB DUTIES:

1. Washes cuttings through various-sized mesh screens to separate samples and fossils from soil and other foreign matter.
2. Places samples in bags and attaches identification tags.
3. Keeps mesh screens clean.
4. Organizes mesh screens by size.
5. May keep record of sample bags by location.

Functional Competencies

Data/Things   Medium Phys Strength   Intermit Manual Dexterity

Math Level-Sixth   Reading Level-None

Minimal People Interaction   Medium Perceptual Discrimination

SAMPLE WORKER (920.687-154)

Prepares articles, such as curtains, draperies, rugs, or towels, for use as display samples, performing any combination of following duties.

JOB DUTIES:

1. Assembles garments or articles into sets, and folds articles.
2. Pins or glues identification tickets or labels to articles.
3. Wraps paper bands around article, securing ends of band with glue, or inserts articles into plastic or cellophane bags.
4. Arranges articles in boxes in attractive display and stores samples according to style, size, and color.
5. Fills customer or sales orders, following order ticket.

Functional Competencies

Data/Things   Light Phys Strength   Intermit Manual Dexterity

Math Level-Third   Reading Level-Third

Minimal People Interaction   Medium Perceptual Discrimination

SAND FILLER (939.687-034)

Fills stopes (underground openings from which ore has been mined) with sand to prevent cave-ins of ground surrounding worked out areas.

JOB DUTIES:

1. Opens pipe valves to pump sand, waste minerals, and water resulting from treatment of ore, until stopes are filled sufficiently to support walls and roofs.
2. Switches flow from stope to another to allow time for water to drain off.
3. Plugs holes and cracks in stope with burlap bags and scrap timber to prevent sand from leaking out when dry.
4. May install temporary pipelines from slurry main to distribute slurry in several stopes consecutively.
5. Reports unusual conditions to foreman.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

SCALER-PACKER (929.687-046)

Weighs and packs meat cuts and meat by products.

JOB DUTIES:

1. Weighs hams, butts, ribs, loins, skins, and inedible meat products on scales by truckload, cartons, boxes, or individual cuts.
2. Wraps or packs cuts or carcass parts according to weight, grade, or customer order.
3. May trim cuts.
4. May form boxes, close flaps, or tend strapping (carton closing) machine.
5. May inspect products for quality.

Functional Competencies

Data/Things Heavy Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Intermittent People Interaction Medium Perceptual Discrimination

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SCREEN PRINTER HELPER (979.687-022)

Assists Screen Printer in printing lettering and designs on articles.

JOB DUTIES:

1. Furnishes Screen Printer with materials, tools, and supplies.
2. Cleans up work area.
3. Keeps machines and tools in good working condition.
4. Holds material or tools for Screen Printer
5. Performs other routine duties as assigned.

Functional Competencies

Things Light Phys STrength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SEWAGE-DISPOSAL WORKER (955.687-010)

ALSO CATCH-BASIN CLEANER

Cleans and maintains equipment in sewage disposal plant to facilitate flow and treatment of sewage.

JOB DUTIES:

1. Cleans filter screens, processing tanks, and walkways, using hose, brushes, and chemical solutions.
2. Cleans porecipitates, such as grit, sludge, trash, and muck from sump, catch basin and grit chamber, using shovel, rake, and hand pump.
3. Lubricates equipment, such as pumps and valves.
4. Opens and closes gates and valves according to gage readings or warning lights on equipment.
5. Collects samples of decontaminated refuse for testing.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHAKE PACKER (920.687-158)
ALSO SHINGLE PACKER; SHINGLE WEAVER

Packs shingles or shakes into bundles for shipment.

JOB DUTIES:

1. Lays shingles or shakes in jig with small ends into oven to form bundle.
2. Counts shingles or shakes to insure specified quantities.
3. Binds bundles with shingle-hands or steel band, using stapler or crimping tool.
4. When packing shakes, may be designed by product.
5. Reports unusual conditions to supervisor.

Functional Competencies

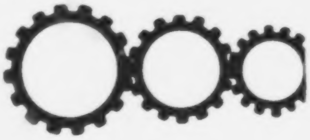
Data/Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

SHIPPING PROCESSOR (920.687-162)
ALSO WRAPPER AND PRESERVER

Wraps and packs aircraft and spacecraft parts, assemblies, and tooling for shipment, according to oral or written instructions.

JOB DUTIES:

1. Compares parts to be shipped with part numbers and quantities listed on packing sheet.
2. Places parts in basket and lowers basket into vat off preservative solution, or coats parts with preservative, using brush or spray gun.
3. Wraps parts in grease-proof paper.
4. Covers parts with masking tape to prevent friction damage in transit.
5. Packs parts in boxes, bags, or cartons, and labels container with identifying numbers and shipping instruction, using stencils and brush, or gummed labels.



Functional Competencies

Data/Things Medium Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

SHOE HANDLER (920.687-166)
ALSO SHOE PACKER

Packs paired shoes, according to case number, in cartons for shipment.

JOB DUTIES:

1. May inspect shoes for defects prior to packing.
2. Sets aside defective shoes.
3. Maintains supply of cartons and boxes.
4. May affix mailing label to box.
5. Weigh box and affix proper postage.

Functional Competencies

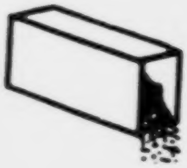
Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

SHOT BAGGER (920.687-170)
ALSO SHOT PACKER; VOLUMETERIC WEIGHER

Fills canvas bags with lead shot for shipment, using dispenser with volumetric measuring chamber.

JOB DUTIES:

1. Pushes wheeled packing stand beneath bin containing size shot ordered.
2. Hooks feed pipe from dispenser to bin spout.
3. Pulls levers to permit shot to flow from storage bin through pipe into volumetric measuring chamber and from chamber into bag.
4. Closes mouth of bag with wire, using wire-twisting tool.
5. Weighs sample bags at prescribed intervals and turns knob to adjust measuring chamber capacity to produce specified weight.



Functional Competencies

Data/Things Light Phys Strength Continuous Man Dexterity
Math Level-Third Reading Level-None
Minimal People Interaction Medium Perceptual Discrimination

STERILIZER (920.687-182)
ALSO STERILIZER OPERATOR

Sterilizes wine containers, such as barrels or metal tanks.

JOB DUTIES:

1. Hammers and pulls bungs from barrels or unscrews cap from tank, using handtools, such as mallet and wrench.
2. Inserts nozzle of steam pipe through vent and flushes steamed container with water, to clean container.
3. Ignites and inserts sulfur stick (candle) into container to kill bacteria.
4. Repairs barrelheads, using brush, lacquer, or paint.
5. Removes sulfur fumes from container, using compressed air.

Functional Competencies

Things Medium Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-FUMES****

STEVEDORE, DOCK (922.687-090)

Loads and unloads ship' cargoes.

JOB DUTIES:

1. Carries or moves cargo by handtruck to wharf and stacks cargo on pallets or cargo boards to facilitate transfer to and from ship.
2. Stacks cargo in transit shed or in hold of ship as directed by Header.
3. Attaches and moves slings used to lift cargo.
4. Guides load being lifted to prevent swinging.
5. Shores cargo in ship's hold to prevent shifting during voyage.

Functional Competencies

Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Intermittent People Interaction Low Perceptual Discrimination

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****HAZARDOUS****

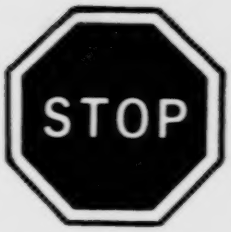
STREET CLEANER (955.687-018)

ALSO STREET SWEEPER

Sweeps refuse from municipal streets, gutters, and sidewalks into pile and shovels refuse into movable container that is pushed from place to place.

JOB DUTIES:

1. May pick up paper and similar rubbish from lawns, flower beds, or highway mediam strips, using spike-tipped stick.
2. Transports refuse cart to different locations.
3. Maintains supply of clean brooms and shovels.
4. Empties container into refuse tucks.
5. Locates to designated streets as assigned.



Functional Competencies

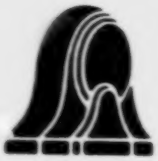
Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

SUBSTATION-OPERATOR HELPER (952.687-014)

Assists Substation Operator in controllng flow of electricity through transmission lines, and in operation of equipment for converting direct current into alternating current.

JOB DUTIES:

1. Furnishes Substation Operator with tools and materials.
2. May clean and lubricate auxiliary equipment, such as rotary converters, transformers, blowers, and circuit breakers.
3. Cleans up work area.
4. Keeps machine and equipment in working condition.
5. May record gage and meter readings.



Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Medium Perceptual Discrimination

HAZARDOUS - HIGH VOLTAGE

TABLE-COVER FOLDER (920.687-186)

Folds tablecloths preparatory to packaging, using table equipped with rollers.

JOB DUTIES:

1. Places cover on table with one edge on rollers.
2. Lays cardboard tube on cover at rollers and winds cover around tube.
3. Pulls tube from cover, smooths cover flat, and folds cover to specified size to fit into bag.
4. Stacks folded table covers.
5. May fold tablecloths without using rollers.

Functional Competencies

Things Light Phys Strength Continuous Man Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

TAXI SERVICER (915.687-030)

Services taxicab fleet and maintains terminal yard and office orderly condition.

JOB DUTIES:

1. Refuels and lubricates taxicabs.
2. Changes and repairs tires.
3. Cleans offices and equipment.
4. Cleans up interior of cabs.
5. Washes exterior with automatic car wash.

Functional Competencies

Things Light Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

TIMBER PACKER (922.687-098)

Loads logs or sawed lumber onto flatcars, trucks, and boats, packing tightly and securing load with stakes, chains and cables so that load will not shift in transit.

JOB DUTIES:

1. Secures chains and cables according to specified procedures.
2. Maintains supply of different size stakes and chain cables.
3. Follows safety procedures for loading.
4. Keeps equipment in working conditions.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****HAZARDOUS****

TIN STACKER (922.687-098)

Carries punched blanks from scroll shear to punch press, by hand or on handtrucks.

JOB DUTIES:

1. Picks up scrap from scroll shear and punch press, using shovel, scrap fork, or by hand.
2. Deposit scrap in bins or in scrap chute.
3. May weigh scrap tin and record weight in log book.
4. Keeps work area clean of scrap.
5. Operates hand truck and lift.

Functional Competencies

Data/Things Heavy Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

TRACK OILER (910.687-026)

Cleans out switches and greases rails around curves on streetcar tracks.

JOB DUTIES:

1. Drives three-wheeled motorcycle, equipped with cleaning apparatus and lubricants, along track.
2. Pumps water from electric track-switch box with manually operated suction pump.
3. Sweeps dirt from track switch with broom.
4. Greases curves in rails with grease stick so that flanges on car wheels will be able to adjust to the curves without breaking.
5. Throws rock salt over switches during cold weather to counteract freezing.

Functional Competencies

Things Medium Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

****UNPLEASANT WORKING CONDITIONS-HEAT/COLD**

TROMPER (920.687-194)
ALSO WOOL SACKER; WOOL TAMPER

Packs wool fleeces in burlap bags preparatory to shipping.

JOB DUTIES:

1. Fastens bag around device that holds bag open.
2. Tosses tied fleeces into sack and tramps on bundles to compact.
3. Removes sack from holder and sews open end with needle and twine.
4. Ties ears (hand grips) on each bag.
5. Places on hand cart.

Functional Competencies

Things Medium Phys Strength Intermit Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction High Perceptual Discrimination

WRAPPER (929.687-050)

Counts specified number of tobacco wrapper leaves and ties leaves in bundle.

JOB DUTIES:

1. Attaches ticket to bundle showing number of leaves in bundle.
2. Wraps bundle in cellophane to preserve moisture content until tobacco is used in making cigars.
3. May moisten tobacco with water sprayer.
4. May record number of bundles stored.
5. Places bundles in storage area with handtruck.

Functional Competencies

Data/Things Medium Phys Strength Intermit Manual Dexterity
Math Level-Third Reading Level-Third
Minimal People Interaction Low Perceptual Discrimination

WOOD HANDLER (921.687-034)

Monitors flow of wood in chute and conveyors, and breaks up jams to maintain uninterrupted supply of wood to grinders.

JOB DUTIES:

1. Stands beside conveyor and pushes and pulls crossed or interlocked blocks into alinement on belt, using pike pole.
2. Picks up fallen blocks of wood and tosses wood back onto conveyor.
3. May grease conveyor at rollers.
4. Picks out any metal or debris.
5. Reports unusual conditions to supervisor.

Functional Competencies

Things Heavy Phys Strength Minimal Manual Dexterity
Math Level-None Reading Level-None
Minimal People Interaction Low Perceptual Discrimination

YARD LABORER (922.687-102)

Moves and stores material and maintains yard and grounds of paper and pulp plant by performing any combination of the following tasks.

JOB DUTIES:

1. Shovels wood chips, pulpwood, sulfur, and limerock into trucks or onto conveyors.
2. Cleans chips or bark from conveyors, bark, leaves, and twigs from water canal, and burns refuse.
3. Removes driftwood from canal, using hoist.
4. May load waste paper from paper machines into carts.
5. May stack bundles of wood pulp and dump pulp and waste paper into beaters.

Functional Competencies

Things   Heavy Phys Strength   Minimal Manual Dexterity
Math Level-None   Reading Level-None
Minimal People Interaction   Low Perceptual Discrimination

UNPLEASANT WORKING CONDITIONS-FUMES

COMPLIANCE STATEMENT

TITLE VI, CIVIL RIGHTS ACT OF 1964; THE MODIFIED COURT ORDER, CIVIL ACTION 5281, FEDERAL DISTRICT COURT, EASTERN DISTRICT OF TEXAS, TYLER DIVISION

Reviews of local education agencies pertaining to compliance with Title VI Civil Rights Act of 1964 and with specific requirements of the Modified Court Order, Civil Action No. 5281, Federal District Court, Eastern District of Texas, Tyler Division are conducted periodically by staff representatives of the Texas Education Agency. These reviews cover at least the following policies and practices:

(1) acceptance policies on student transfers from other school districts.

(2) operation of school bus routes or runs on a non-segregated basis;

(3) nondiscrimination in extracurricular activities and the use of school facilities;

(4) nondiscriminatory practices in the hiring, assigning, promoting, paying, demoting, reassigning, or dismissing of faculty and staff members who work with children;

(5) enrollment and assignment of students without discrimination on the basis of race, color, or national origin;

(6) nondiscriminatory practices relating to the use of a student's first language; and

(7) evidence of published procedures for hearing complaints and grievances.

In addition to conducting reviews, the Texas Education Agency staff representatives check complaints of discrimination made by a citizen or citizens residing in a school district where it is alleged discriminatory practices have occurred or are occurring.

Where a violation of Title VI of the Civil Rights Act is found, the findings are reported to the Office for Civil Rights, Department of Health, Education and Welfare.

If there is a direct violation of the Court Order in Civil Action No. 5281 that cannot be cleared through negotiation, the sanctions required by the Court Order are applied.

TITLE VII, CIVIL RIGHTS ACT OF 1964; EXECUTIVE ORDERS 11246 AND 11375; TITLE IX, 1973 EDUCATION AMENDMENTS; REHABILITATION ACT OF 1973 AS AMENDED; 1974 AMENDMENTS TO THE WAGE-HOUR LAW EXPANDING THE AGE DISCRIMINATION IN EMPLOYMENT ACT OF 1967; AND VIETNAM ERA VETERANS READJUSTMENT ASSISTANCE ACT OF 1972 AS AMENDED IN 1974.

It is the policy of the Texas Education Agency to comply fully with the nondiscrimination provisions of all federal and state laws and regulations by assuring that no person shall be excluded from consideration for recruitment, selection, appointment, training, promotion, retention, or any other personnel action, or be denied any benefits or participation in any programs or activities which it operates on the grounds of race, religion, color, national origin, sex, handicap, age, or veteran status (except where age, sex, or handicap constitute a bona fide occupational qualification necessary to proper and efficient administration). The Texas Education Agency makes positive efforts to employ and advance in employment all protected groups.